

3344-65-25 Solicitation, selection, and award of contracts for public improvement projects.

(A) Definitions.

(1) “Public improvement project” means:

- (a) any construction, reconstruction, improvement, enlargement, addition, alteration, repair, or painting of a university building, structure, or university land;
- (b) any university project subject to section 153.01 of the Revised Code; and/or
- (c) any university project requiring a building permit.

(2) “Estimated project costs” means the total cost of a public improvement project including all soft costs and hard costs.

(3) “Soft costs” means all costs associated with designing, planning, permitting, and financing a public improvement project.

(4) “Hard costs” means all costs related to the physical construction of a public improvement project including all building materials, labor costs, and construction contingency.

(5) “Professional design firm” means any person legally engaged in rendering professional design services.

(6) “Professional design services” means services within the scope of practice of an architect or landscape architect registered under Chapter 4703 of the Revised Code or a professional engineer or surveyor registered under Chapter 4733 of the Revised Code.

(B) Procedures.

(1) All university procurement for public improvement projects shall originate with the office of facilities management and all competitive solicitations required under Chapter 153 of the Revised

Code shall be issued through the university's purchasing services department.

- (2) All phases related to the planning, design, administration, and construction of public improvement projects, including, but not limited to the formal competitive selection and contracting processes, shall, regardless of a public improvement project's source of funding, comply with all applicable state laws, rules, and procedures, and university policies, including but not limited to:
 - (a) Chapter 153 of the Revised Code;
 - (b) Rule 153:1-9-01 of the Administrative Code;
 - (c) Procedures set forth by the Ohio facilities construction commission; and
 - (d) Section 4 of this policy 3344-65-25 for procurement of professional design services with an estimated professional design fee of less than fifty thousand dollars.
- (3) Competitive selection thresholds:
 - (a) The competitive selection threshold for the selection and award of contracts for the construction of public improvement projects shall be based on the total estimated project costs.
 - (b) The competitive selection thresholds for the selection and award of contracts for the professional design of public improvement projects shall be based on the public improvement project's estimated professional design fee.
 - (c) No public improvement project or professional design services agreement may be divided into separate projects or contracts to avoid formal competitive selection.
- (4) Procedure for procurement of professional design services with an estimated professional design fee of less than fifty thousand dollars:

- (a) The university shall select a single design professional or firm from among those that have submitted a current statement of qualifications within the immediately preceding fiscal year, as provided under section 153.68 of the Revised Code, based upon university's determination that the selected design professional or firm is ranked as the most qualified to perform the required professional design services; and
- (b) The university shall comply with division (B) of section 153.69 of the Revised Code with respect to negotiation of a contract with the selected professional design professional or firm.
- (c) Procurement of professional design services with an estimated professional design fee of fifty thousand dollars or greater shall follow sections 153.65 to 153.70 of the Revised Code.