

# **QUALIFICATION PACKET**

## **Clean Rooms Design/Build Professionals**

### **Request for Qualifications by the Heath-Newark-Licking County Port Authority**

#### **Introduction:**

The Heath-Newark-Licking County Port Authority maintains responsibility for multiple buildings and structures on that portion of the Central Ohio Aerospace and Technology Center referred to as “COATC”. The Port Authority foresees a need for professional design/build services and is seeking qualifications from firms specializing in Clean Rooms. Questions should be forwarded to the Vice President, Facilities at: [jvermaaten@hnlcpa.com](mailto:jvermaaten@hnlcpa.com).

#### **Project Descriptions:**

Maximum value of all construction work is not anticipated to exceed two million dollars (\$2,000,000). Scope of work may include:

- Consultation for initial building design requirements.
- Design of three 1,000 sq.ft. multi use clean room spaces and preparation of construction documents.
- Assist in clean room construction management.
- Construction of clean rooms.
- Certification of clean room environment.

#### **Definition :**

Those firms interested in providing professional design/build services for “Clean Rooms” are hereinafter referred to as “contractors”

#### **Terms:**

1. Under this Request for Qualifications, contractors will provide, at a minimum, the requested information. Additional information may be provided at the contractor’s discretion.
2. Qualification responses will be accepted until 10:00am on March 20, 2025.

#### **Required information:**

Contractor is to supply background information on their company. Such background information is to include the following:

- a. What are the capabilities of the firm and how much equipment /manpower does the firm currently have available ?

- b. How much of the last item would be charged with accommodating our needs ?
- c. What portion, if any, of the work would be subcontracted or performed by persons not directly on your payroll ?
- d. What additional services do you offer ?
- e. What type of insurance do you presently carry and what is its value ?
- f. List special licenses and / or certificates held detailing how they apply to our needs.
- g. Give names of owners of the company, company location, and how many years you have been in operation. Are we able to visit your location?
- h. Identify the staff which the company proposes to employ on the contract. Show any training received, their experience in the industry, their trade, craft, or specialty. the length of their employment with company.
- i. Identify all contracts in the past 5 years in which the company has been assessed a penalty or liquidated damages. For each contract identify and supply contact information for the owner. Describe the nature, extent, and reason for each such failure.
- j. Identify all claims or lawsuits that have been brought against your company in the last five years. For each such claim identify the entity asserting the claim, the date the claim was filed and resolution of the claim.
- k. Provide references for at least three contracts performed within the past year, public and private, with a construction value of up to \$1 million dollars. Include details and pictures if available.
- l. Have you ever performed work for this Port Authority or other local government entity? Describe the entity, time frame and results.

By submission of these Qualifications, the Contractor certifies that this submittal has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this with any other Competitor. The Contractor also certifies that all information submitted is true and complete to the best of their knowledge.

MAIL RESPONSE TO:

Heath-Newark-Licking County Port Authority  
"Clean Room Design/Build Professional"  
Attention: Vice President, Facilities  
851 Irving Wick Drive West  
Heath, Ohio 43056-6114

Submittal of \_\_\_\_\_ (hereinafter called  
"Contractor," organized and existing under the laws of the State of \_\_\_\_\_, doing  
business as

\_\_\_\_\_  
(Insert "a Corporation", "a Partnership", or "an Individual" as applicable")

To the Heath-Newark-Licking County Port Authority (hereinafter called "Authority") in  
compliance with your Request for Qualifications, Contractor hereby submits the  
attached information for consideration:

Responsible party signature \_\_\_\_\_

Date \_\_\_\_\_ Email \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Company Phone number \_\_\_\_\_

Company Fax number \_\_\_\_\_

NUMBER OF ADDITIONAL PAGES \_\_\_\_\_