



Youngstown Business Incubator

May 8, 2025

The Youngstown Innovation Hub for Aerospace and Defense

Request for Qualifications – Architectural and Engineering Professional Services

THE BUILDING:

The proposed site is 107 Vindicator Sq., Youngstown, Ohio. The Youngstown Innovation Hub for Aerospace and Defense. Drawings dated in 1969 and 1970 described a robust structure for use by The Vindicator Printing Co. Construction began in 1970 and was finished around 1972. There are a total of 5 levels including the lower level, mezzanine, first floor, second floor, and penthouse (third floor) total roughly 130,000 square feet. The building is a concrete framed structure with no load bearing walls. The structure was designed in its entirety for a uniform load of 250 pounds per square foot. The floor-to-floor heights vary by floor. It is a reinforced concrete rigid frame structure founded on spread footings. Floors are a combination of reinforced concrete one-way and two-way slabs supported on integral concrete beams and columns; at grade floors are concrete with wire mesh reinforcing. Exterior walls are concrete masonry and brick. In general, the building has had some minor renovations at various points in time and appears to be in good overall condition.

The building was built to be heated (building heating and domestic water heating) with District Steam from SOBE. Potable water is provided by Youngstown Water and the sewer is treated by the municipal wastewater plant. Electricity is provided by First Energy (Ohio Edison) via (2) independent circuits or loops. There is a natural gas fired emergency generator located in the 3rd floor penthouse that feeds a small number of emergency panels throughout. Natural gas is supplied by Enbridge Gas. The building is protected throughout by a wet and dry fire protection system and has a separate fire line.

In general, the first and second floors were office and support spaces for the vindicator news and reporting cycles, while the lower level and mezzanine was for newspaper printing and production. It was stated that the paper rolls were delivered via a rail spur along the river and delivered via an underground rail to the lower level of the facility. Once the finished and bound stacks of newspapers were ready, they were brought to the first floor via the freight elevator and shipped out via the loading docks. Freight elevator and passenger elevator are in good working order. The exterior of the building is in good condition.

PROJECT SCOPE:

An overall plan has been created that will guide the renovations.

2nd floor - Office spaces, restrooms, conference rooms and lab space.

1st floor – Office spaces, AM spaces, restrooms/locker rooms and reception area.

Modify loading dock area to create access to the lower level by use of hydraulic lift or similar.

Mezzanine - restroom/locker room renovations, installation of large rolling doors and pedestrian doors. Floor openings at the mezzanine shall be enclosed to provide a continuous floor across the two bay, 64’ wide space to accommodate large pieces of equipment.

Lower level: Level and infill mezzanine floor to accommodate advanced manufacturing spaces. Restroom/locker room renovations. Installation of hydraulic lift.

Extensive demolition throughout the facility. Distribution of power, HVAC, plumbing and data throughout. Conversion to Forced Air HVAC. Construction and installation of air compressor rooms. Onsite Argon tank and plumbing. New lighting and security. Installation of epoxy flooring in all manufacturing areas. Painting and new finishes throughout. Installation of exterior windows and signage.

YBI is in the planning process and is soliciting RFQ’S for Architectural and Engineering for the building design and construction services. Construction will be in phases. YBI would like all of the A&E work for all phases of the project completed with this request. It is our desire to assemble a list of THREE (3) pre-qualified firms for the purpose of selecting an Architect for the proposed project.

TIMELINE:

	Date Initiated	Date Completed	Months
Architect and Engineering RFQ and Contract	5/8/25	7/14/25	
Engineering & Design	8/1/25	7/31/26	
Bid Process: Contracting	8/1/26	9/30/26	
Permits	10/1/26	10/15/26	
Construction phase I	11/1/26	10/31/27	
Construction phase II	TBD	TBD	
Construction phase III	TBD	TBD	

SCREENING AND SELECTION:

A screening committee will review submittals and rank the firms based on qualifications. The highest ranked respondents will be asked to provide their approach to fees on the REQUEST FOR PROPOSAL (RFP).

EXPECTED SEQUENCE OF EVENTS:

1. Receipt of RFQ's
2. Review and selection of qualified firms
3. Send our RFP's to selected firms – notify others
4. RFP deadline
5. Review RFP's and select top firms
6. Final selection of firm

RESPONSE FORMAT AND REQUIREMENTS:

FORMAT:

1. Cover Letter
2. Table of Contents
3. Numbered Pages

REQUIREMENTS INCLUDE:

1. Company background, history
2. Identify project lead architect
3. Identify project lead mechanical engineer
4. Identify and describe any sub-contractors that will be used
5. Provide 5 client referrals
6. Provide 3 construction firms that you have completed projects with
7. Provide supporting materials such as drawings, photographs, and/or brochures of similar projects
8. Indicate how you would address the following issues and/or provide examples of how these have been dealt with in the past.
 - A. Energy conservation
 - B. Green building (systems, material, processes, site development)
 - C. Design flexibility
9. Indicate time required to complete the design work on the project
10. Describe any litigation or arbitration within the last five years
11. Note any conflicts of interest

ADDITIONAL REQUIREMENTS:

Provide Certificate of Insurance, if selected, will need to be in force at all times during the contract period. Insurance company coverage must be with a current AM Best's rating of no less than A and include the following coverages:

Commercial General Liability, Commercial Auto, Workers Compensation and an Umbrella Liability. Architect and Engineers Professional Liability with a limit of no less than \$2,000,000 per occurrence. The policy shall be endorsed to include contractual liability and to be effective from the date of commencement of professional services and for a minimum of three years after the date on which their work has been completed. Such limits and types of coverage shall also be required of any sub-contracted Architect or Engineers. This coverage shall be extended to include:

- a) Indemnification endorsement covering the additional insured and owner
- b) Insurance to be primary and non-contributory
- c) Contain no exclusions for means, methods, techniques or procedures
- d) General aggregate to apply on a per project basis

- e) Contain a deductible of no more than \$25,000
- f) All qualification Knowledge of and conformance with the funding requirements of the YBI, US EDA and resulting agencies is required.

Responses should be sent electronically to hruby@ybi.org along with **FIVE (5)** accompanying hard copies mailed or delivered to:

Youngstown Business Incubator (YBI)

Attn: Heidi Ruby

241 W. Federal St.

Youngstown, Ohio 44503

DEADLINE: Responses must be received by COB 5:00 PM, Tuesday, May 27, 2025.

Please respond to Heidi Ruby via email with your intent to prequalify.

QUALIFYING PACKAGES RECEIVED AFTER THE SPECIFIED DATE WILL NOT BE ACCEPTED

The request for qualifications does not commit the YBI to award a contract or to pay any cost incurred in the preparation of the qualifications. In addition, the YBI reserves the right to extend the due date for the qualifications, to accept or reject any or all qualifications received as a result of this request, to negotiate with any qualified consultant, or to cancel the FRQ in part or in its entirety.