



Non-Credit Job Training Capital Improvement Facilities Fund

Request for Proposals

1. **Purpose:** To purchase equipment and/ or facilities that will be used to prepare workers to meet the needs of growing industries. This may include, but is not limited to, business training centers (such as the centers funded previously at Cuyahoga Community College, Lorain Community College, The Ohio State University-Delaware County, Zane State College, and Sinclair Community College), manufacturing training equipment, or research and testing equipment such as electron microscopes and virtual environments.
2. **Institutional Eligibility:** Any institution of higher education, including career centers, community colleges, universities or regional campuses must be the lead on the proposal and own the equipment/ facility or enter into a twenty year joint use agreement with the entity. Institutions may not recover capital cost of the equipment through charges to businesses. They may charge for cost of instruction and overhead.
3. **Total Funding available:** \$2,300,000 (must be used for capital purposes, see section 10 for details of how funds may be used).
4. **Range of Possible Awards:** Awards can range from \$10,000-\$250,000
5. **Requirement of Industry Partner and Cost-Share:**
 - Institutions must demonstrate the presence of industry partnerships consisting of either one or multiple companies operating in Ohio that would use such equipment or an industry organization that could show the need for such equipment and how it would be used.
 - Institutions may also demonstrate the ability to attract or create new businesses in Ohio through the use of the equipment.
 - Additional consideration will be given to an application if the equipment will support technologies associated with businesses arising through a Center of Excellence or Third Frontier technology focus area.
 - Partnerships should be demonstrated through letters of support. Proposals require cost-share. Proposals must consist of a partnership where businesses and the institution both have use of the equipment.
 - Preference will be given when the equipment is located at a business or site allowing for easy business access.
6. **Proposal Reviews and Award Process:** Proposals will be submitted to the Chancellor of the Board of Regents through Noah Sudow, Assistant Vice Chancellor for Research and Innovation

(nsudow@regents.state.oh.us). Submissions and decisions will be made on a rolling basis until there are no more funds available. Successful proposals will be selected by the Chancellor and must be approved by the Controlling Board. Award recipients are required to attend the Controlling Board meeting if requested by the Chancellor as a condition of the award.

- Proposals will be scored on criteria to be developed by the Chancellor. A criteria scoring sheet is attached to this document.
- Proposals should be no longer than 5 pages and address the proposal requirements and scoring sheet.

7. **Relation to Industry Demand:** The institution must demonstrate market demand for the industry and the relevance of the equipment to the business location in Ohio. Industry demand and significance to the state economy (1,2 on score sheet) will be vetted through data gathered by the Division of Economic Advancement and other state agencies.

8. Measurements of Success, to be reported back to the Regents for the first three years:

- Number of workers trained by the equipment
- Economic outcome/benefit of the projects utilizing the equipment
- Number of grants and bids won by institutions and businesses as a result of the equipment
- Number of new jobs attracted or created as a result of the equipment
- Cost-Share

9. Legal:

- The applicant understands that if its application is accepted by the State the applicant shall enter into an agreement with the State governing the use of the awarded funds. The applicant agrees to comply with all applicable federal, state, and local laws in the conduct of the work hereunder.
- The State reserves the right to fund any application in full or in part, to request additional information to assist in the review process, to require new applications from interested parties, to reject any or all applications responding to this announcement, or to re-issue the announcement if it is determined that it is in the best interests of the State of Ohio. Issuing this announcement does not bind the State to making any awards. The State reserves the right to adjust the dates for this announcement for whatever reasons are deemed appropriate. The State reserves the right to waive any non-substantive infractions made by an applicant, provided that the applicant cures such infraction upon request.
- All costs incurred in preparation of an application shall be borne by the applicant. Application preparation costs are not recoverable under an award. The State of Ohio shall not contribute in any way to recovering the costs of application preparation.
- The funding decisions are final. Applicants will be notified of the outcome of their application(s) at the conclusion of the review process.
- The applicant understands that the information provided herein is intended solely to assist the applicant in submittal preparation. To the best of the State's knowledge, the information provided is accurate. However, the State does not warrant such accuracy, and any errors or omissions subsequently determined will not be construed as a basis for invalidating this

solicitation. Interested parties bear the sole responsibility of obtaining the necessary information to submit a qualifying application. The State retains the right to modify or withdraw this solicitation at any time. By submitting an application, applicants expressly agree to these terms.

10. Capital Funds:

In accordance with HB462 from the 128th General Assembly, Capital Funds must be used solely to acquire, renovate, or construct facilities and purchase equipment. The capital improvements made with the funds awarded through this RFP must be located on real property owned by a State-supported or State-assisted university or in which the university has a long-term (at least fifteen years) lease or other interest (such as an easement). The capital improvements may also be located on real property owned by a non-profit public or private research organization in Ohio or in which the organization has a long-term (at least fifteen years¹) lease, and is prepared to execute a Joint Use Agreement with a State-supported or State-assisted Ohio university. In no case may capital assets acquired with funds awarded through this RFP be owned by a for-profit entity. Please see the following link for more information regarding joint use agreements: <http://www.ohiohighered.org/node/237>

In accordance with Ohio Revised Code Chapter 4115, Projects involving State funds may require the recipient to pay prevailing wage rates for workers involved in any construction activity. The Ohio Department of Commerce's Division of Labor and Worker Safety, Wage and Hour Bureau, will make all determinations on the requirements of paying prevailing wage. If the Wage and Hour Bureau determines that prevailing wage rates are to be paid, then pursuant to Ohio Revised Code Section 4115.032, the Grantee shall designate a Prevailing Wage Coordinator who shall be vested with all the powers, duties, and responsibilities required by law of a Wage Coordinator. The parties agree that it is the responsibility and duty of the Grantee to comply with all prevailing wage requirements as set forth in the Ohio Revised Code Chapter 4115.

Capital funds awarded through this RFP may not be used for operating expenses of the Project.

See appendix A for extract from HB 462, the FY2011-FY2012 Capital Bill

¹ Office of Budget and Management (OBM) policy requires that leases and Joint Use Agreements covering equipment owned by non-profit entities needs to be twenty years.

CRITERIA SCORING SHEET

Applicant Information

Applicant Name: _____ Jurisdiction: _____

Project Assessment

Total Points: 250 points can be allocated to each project

1. Significance to the regional economy		50 points
2. Industry demand		75 points
3. Leveraged Resources from employers, business associations, and education/training institutions		50points
4. Demonstrated return on investment		25 points
5. Other Factors		50 points
Grand Total		250 points

1. Significance to Regional Economy (50 points)

a. Industry location quotient (LQ) is calculated based on its strength (25 points)

- 5 points if LQ is at least 1.0
- 15 points if LQ is between 1.0 and 1.25
- 25 points if the LQ is over 1.25
- 0 points for LQ's less than 1.0

b. Equipment Program justification clearly states how funding benefits the region (25points)

2. Industry Demand (75 points)

Points are awarded based upon the applicant's ability to provide verification of the industry's demand for requested training.

a. Total Current and Forecasted Employment for the Industry Driver category (or by individual NAICS code) (25 points)

- 5 points if change in employment in the industry from 2010 to 2015 is a 1 to 2 percent change
- 15 points if change in employment in the industry from 2010 to 2015 is a 2.1 to 6 percent change
- 25 points if the change in employment in the industry from 2010 to 2015 is a 6.1 to 10+ percent change
- 0 points if change in employment in the industry from 2010 to 2015 is less than a 1 percent change.

b. Forecasted New Jobs that equipment purchase will impact (25 points)

- 5 points if the proposed equipment will prepare or attract 10 – 50 people for employment
- 15 points if the proposed equipment will prepare or attract 51-100 people for employment
- 25 points if the proposed equipment will prepare or attract 100+ people for employment
- 0 points if the proposed equipment will prepare or attract less than 10 people for employment

c. Proof of need and market demand for requested equipment purchase (25 points)

Proposals should address how the equipment will be used, who will use it, and where it will be housed.

3. Leveraged Resources (50 points)

a. Leveraged resources from employers, business associations, and education/training institutions (25 points)

Scale of 0-25 should indicate the strength and size of partnerships. Partnerships involving a large total size of employment will be preferred (this could be one large company or a consortium of small companies).

b. Regional leveraged resource; Cost-share, grants won as a result of the equipment, etc (25 points). This can include costs related to the equipment, such as personnel, maintenance, or marketing.

--10 points if 50-99% of the grant is leveraged with other funding

--25 points if 100% of the grant is leveraged with other funding

--Up to 10 bonus points will be awarded for cost share more than 100% of the funding requested.

--Up to 10 bonus points will be awarded for cost-share that is provided by private businesses.

4. Demonstrated return on investment (25 points)

This category provides more points to projects that can demonstrate increased revenues or reduced costs as result of the equipment purchase. Resources should not be used for maintenance contracts. Sustainability of the infrastructure and future upgrades of equipment must be addressed.

5. Other Factors (50 Points, with a potential bonus 20 points)

-- Justification addressing unique significance of equipment to an emerging industry (10 points)

--Impact on the creation and attraction of new companies to the region (20 points)

--number of jobs created, attracted, and retained by equipment (20 points)

--If one of the partners is a university, relationship to a Ohio Center of Excellence (bonus 10 points)

--relationship to a Third Frontier technology focus area (bonus 10 points)

Add total point value awarded for each category below.

_____ Points for Significance to the Regional Economy

_____ Points for Industry Demand

_____ Points for Leveraged Resources

_____ Points for Return on Investment

_____ Points for other Factors

_____ **Total Points**

Appendix A: Extract from FY 2011-FY 2012 Capital Bill (HB 462)

SECTION 105.40.60. REIMBURSEMENT FOR PROJECT COSTS

Appropriations made in Sections 105.40.20 to 105.49.80 of this act for purposes of the costs of capital facilities, the interim financing of which the particular institution has previously issued its own obligations anticipating the possibility of future state appropriations to pay all or a portion of such costs, as contemplated in division (B) of section 3345.12 of the Revised Code, shall be paid directly to the institution or the paying agent for those outstanding obligations in the full principal amount of those obligations then to be paid from the anticipated appropriation and shall be timely applied to the retirement of a like principal amount of the institution's obligations.

Appropriations made in Sections 105.40.20 to 105.49.80 of this act for purposes of the costs of capital facilities, all or a portion of which costs the particular institution has paid from the institution's moneys that were temporarily available and which expenditures were reasonably expected at the time of the advance by the institution and the state to be reimbursed from the proceeds of obligations issued by the state, shall be directly paid to the institution in the full amounts of those payments and shall be timely applied to the reimbursement of those temporarily available moneys. All reimbursements are subject to review and approval through the capital release process.

SECTION 105.51.10. For all of the foregoing appropriation items from the Higher Education Improvement Fund (Fund 7034) that require local funds to be contributed by any state-supported or state-assisted institution of higher education, the Board of Regents shall not recommend that any funds be released until the recipient institution demonstrates to the Board of Regents and the Office of Budget and Management that the local funds contribution requirement has been secured or satisfied. The local funds shall be in addition to the foregoing appropriations.

SECTION 105.51.20. None of the foregoing capital improvements appropriations for state-supported or state-assisted institutions of higher education shall be expended until the particular appropriation has been recommended for release by the Board of Regents and released by the Director of Budget and Management or the Controlling Board. Either the institution concerned, or the Board of Regents with the concurrence of the institution concerned, may initiate the request to the Director of Budget and Management or the Controlling Board for the release of the particular appropriations.

SECTION 105.51.30. (A) No capital improvement appropriations made in Sections 105.40.20 to 105.49.80 of this act shall be released for planning or for improvement, renovation, construction, or acquisition of capital facilities if the institution of higher education or the state does not own the real property on which the capital facilities are or will be located. This restriction does not apply in any of the following circumstances:

- (1) The institution has a long-term (at least fifteen years) lease of, or other interest (such as an easement) in, the real property.
- (2) The Board of Regents certifies to the Controlling Board that undue delay will occur if planning does not proceed while the property or property interest acquisition process continues. In this case, funds may be released upon approval of the Controlling Board to pay for planning through the development of schematic drawings only.

(3) In the case of an appropriation for capital facilities that, because of their unique nature or location, will be owned or will be part of facilities owned by a separate nonprofit organization or public body and made available to the institution of higher education for its use, the nonprofit organization or public body either owns or has a long-term (at least fifteen years) lease of the real property or other capital facility to be improved, renovated, constructed, or acquired and has entered into a joint or cooperative use agreement, approved by the Board of Regents, with the institution of higher education that meets the requirements of division (C) of this section.

(B) Any foregoing appropriations which require cooperation between a technical college and a branch campus of a university may be released by the Controlling Board upon recommendation by the Board of Regents that the facilities proposed by the institutions are:

(1) The result of a joint planning effort by the university and the technical college, satisfactory to the Board of Regents;

(2) Facilities that will meet the needs of the region in terms of technical and general education, taking into consideration the totality of facilities which will be available after the completion of these projects;

(3) Planned to permit maximum joint use by the university and technical college of the totality of facilities which will be available upon their completion;

(4) To be located on or adjacent to the branch campus of the university.

(C) In the case of capital facilities referred to in division (A)(3) of this section, the joint or cooperative use agreements shall include, as a minimum, provisions that:

(1) Specify the extent and nature of that joint or cooperative use, extending for not fewer than fifteen years, with the value of such use or right to use to be, as determined by the parties and approved by the Board of Regents, reasonably related to the amount of the appropriations;

(2) Provide for pro rata reimbursement to the state should the arrangement for joint or cooperative use be terminated;

(3) Provide that procedures to be followed during the capital improvement process will comply with appropriate applicable state laws and rules, including provisions of this act;

(4) Provide for payment or reimbursement to the institution of its administrative costs incurred as a result of the facilities project, not to exceed 1.5 per cent of the appropriated amount.

(D) Upon the recommendation of the Board of Regents, the Controlling Board may approve the transfer of appropriations for projects requiring cooperation between institutions from one institution to another institution, with the approval of both institutions.

(E) Notwithstanding section 127.14 of the Revised Code, the Controlling Board, upon the recommendation of the Board of Regents, may transfer amounts appropriated to the Board of Regents to accounts of state-supported or state-assisted institutions created for that same purpose.

SECTION 105.51.40. The requirements of Chapters 123. and 153. of the Revised Code, with respect to the powers and duties of the Director of Administrative Services in the procedure for and award of contracts for capital improvement projects, and the requirements of section 127.16 of the Revised Code, with respect to the Controlling Board, do not apply to projects of community college districts and technical college districts.

SECTION 105.51.50. Those institutions locally administering capital improvement projects pursuant to sections 3345.50 and 3345.51 of the

Revised Code may:

(A) Establish charges for recovering costs directly related to project administration as defined by the Director of Administrative Services. The Department of Administrative Services shall review and approve these administrative charges when such charges are in excess of 1.5 per cent of the total construction budget.

(B) Seek reimbursement from state capital appropriations to the institution for the in-house design services performed by the institution for such capital projects. Acceptable charges shall be limited to design document preparation work that is done by the institution. These reimbursable design costs shall be shown as "A/E fees" within the project's budget that is submitted to the Controlling Board or the Director of Budget and Management as part of a request for release of funds. The reimbursement for in-house design may not exceed seven per cent of the estimated construction cost.

SECTION 105.51.60. The Board of Regents shall adopt rules regarding the release of moneys from all the foregoing appropriations for capital facilities for all state-supported and state-assisted institutions of higher education.