

# Qualification Based Selection

Qualifications-Based Selection (QBS) is a process that enables the project owner to obtain the advice and service of a highly qualified architect or engineer at a fair and reasonable cost, an investment in quality that will result in substantial savings over the life of the project.

Federal agencies, most states and many local governments award A/E design contracts using a QBS process. In addition, the QBS process is endorsed by groups such as the American Public Works Association and the American Bar Association because this method of A/E selection provides the project owner with the greatest assurance of obtaining a high-quality design and a successful project.

QBS provides an objective, step-by-step process that allows you to identify and contract with the architect or engineer who has the best qualifications for your specific project. QBS benefits both you and your architect or engineer by saving time and money as well as developing a successful and cooperative relationship.

## How QBS works:



1. Identify scope for project



6. Rank firms



2. Issue a Request for Qualifications



7. Select top-ranked firm



3. Evaluate the Qualifications



8. Jointly define scope with top-ranked firm



4. Create a short list of interview



9. Negotiate a fee



5. Conduct Interviews



10. Execute a contract

## QBS FAQ's:

### Am I required to use QBS?

Ohio Revised Code Section 153.65-71 requires all public authorities to use the QBS process

### Who uses QBS?

QBS is endorsed and promoted by the American Public Works Association.

QBS is recommended by the American Bar Association in its Model Procurement Code for State and Local Governments, and is currently used by most states, numerous localities and private owners.

The Ohio Facilities Construction Commission, the Ohio Department of Transportation and all other state boards, commissions and authorities authorized to develop capital projects use the QBS process to select A/E firms.



### How much time will QBS take?

Depending on the project and the number of decision-makers, it can take from one week to five months.

Generally, the larger the project and the more individuals involved in the process, the more time will be required.

*Since 1972, with passage of the Brooks Act, the federal government requires QBS for its A/E services procurement.*

### Must I use the full QBS process on small projects?

No. For projects with an estimated design fee of less than \$50,000, section 153.71(A) of Ohio's QBS law allows public authorities to select a qualified engineer or architect from among those who have statements of qualifications on file with the authority and to proceed directly to the contract negotiation phase.

### How you can help!

- Make sure your firm follows QBS requirements
- Host in-house Trainings
- Join the QBS Task Force
- Contact ACEC Ohio with QBS violations.

# ACEC

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