

# Non Substantive Change Request

**Approved By**

*Randy Cole*

**Approved Date**

12/21/2012 9:40:59 AM

**Controlling Board Number**

UCN0100107

**Agency Code Submitted From**

UCN01

**User Submitted By**

Martha.Morse

**Shorttitle**

CBR UCN0100107 - Waiver - Muntz Hall Renovations

**Change Description**

Please make the change from "Waiver of Competitive Selection - No Competitive Opportunity" to "Agency Released Competitive Opportunity". These release of funds for A/E Design Services meet the requirements for "Agency Released Competitive Opportunity". Letters requesting a proposal were sent to the University of Cincinnati's A/E Long List and five firms were short listed and interviewed. Annette Miller Architects was selected because it had the lowest combined ranking score as a result of the interview process. Annette Miller Architects presented the best balance of previous design experience on similar projects and understanding of the scope and requirement for this project.