

A/E ADVERTISEMENT
BT-641
FAU/HBOI Campus Master Plan
Harbor Branch Campus

NOTICE TO PROFESSIONAL CONSULTANTS

Florida Atlantic University, on behalf of its Board of Trustees, announces that Professional Consulting Services in the discipline of **Campus Master Planning**, will be required for the project listed below:

Project No. BT-641

Project and Location: Located on Florida Atlantic University's Harbor Branch Campus, Fort Pierce, FL. the project consists of approximately 138 acres of land including , lab support buildings, classroom space and office space, housing facilities, and various ocean research vessels and equipment for FAU at HBOI. The Master Plan must identify general land uses and address the need for and plans for provision of roads, parking, public transportation, solid waste, drainage, sewer, potable water, and recreation and open space for a 10 to 20 year horizon. The required elements within the master plan include future land use, intergovernmental coordination, capital improvements, recreation and open space, general infrastructure, housing and conservation. Each element must address compatibility with the surrounding community. The Master Plan must identify specific land uses, general location of structures, densities and intensities of use, and contain standards for onsite development, site design, environmental management, and the preservation of historic and archaeological resources. In addition, the Master Plan must include data and analysis on which the elements are based must include, at a minimum; the characteristics of vacant lands; projected impacts of development on onsite and offsite infrastructure, public services, and natural resources; student enrollment projections; student housing needs; and the need for academic and support facilities. Master plans must be developed in accordance with the State University System "Guidelines for the Comprehensive Campus Master Plan System, updated January 1994.

The successful consultant must demonstrate experience in campus planning, including resolution of parking and traffic issues, as well as familiarity with Florida's campus master planning program and statutory and administrative rule requirements. Consultants must demonstrate the ability to assess the impacts of university facilities development on public facilities and services (i.e. stormwater management, potable water, sanitary sewer, solid waste, roads and parks and recreation facilities). Greater consideration will be given to those consultants with previous experience in master planning, local government comprehensive plans and concurrency management in Florida.

The selected firm shall provide comprehensive consulting services for the referenced project. The proposed Subconsultants, if required by the primary Consultants firm to meet project scope requirements, shall be identified by discipline on the FAU PQS form, but shall not be identified specifically by firm name. Sub-consultant firms shall be recommended after selection, at the time of contract negotiations, for the University's approval. Selection of finalists for interview will be made on the basis of professional qualifications, including experience and ability; past experience; design ability; volume of work; and distance from project. The selected firm will be required to provide computer-generated drawings according to the standards of Florida Atlantic University.

INSTRUCTIONS:

Firms desiring to apply for consideration shall submit a letter of application.

The letter of application should have attached:

1. A completed "**Florida Atlantic University Professional Qualifications Supplement**" (**FAUPQS Revised January 2004**). Applications on any other form may not be considered.
2. A copy of the applicant's current Professional Registration Certificate from the appropriate governing board. An applicant must be properly registered at the time of application to practice its profession in the State of Florida. If the applicant is a corporation, it must be chartered by the Florida Department of State to operate in Florida.

Submit **5 (five)** sets of the above requested data bound in the order listed above. Applications which do not comply with the above instructions may be disqualified. Application materials will not be returned.

The plans and specifications for the State of Florida University projects are subject to reuse in accordance with the provisions of Section 287.055, Florida Statutes. As required by Section 287.133, Florida Statutes, a consultant may not submit a proposal for this project if it is on the convicted vendor list for a public entity crime committed within the past 36 months. The selected consultant must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$10,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list. FAU's Professional Qualifications Supplement and Project Fact Sheet are available online at <http://www.fau.edu/facilities/uavp> or by contacting Carla Capeletti, Office of the University Architect & Vice President for Facilities, Florida Atlantic University, 777 Glades Road, Campus Operations Building #69-Room 101, Boca Raton, Florida 33431, Telephone (561) 297-2663, Fax (561) 297-0224, or e-mail ccapelet@fau.edu. **Five (5) bound sets** of the required proposal data shall be submitted to: Mr. Tom Donaudy, University Architect and Vice President for Facilities, at the above address, by **5:00 p.m.** local time, on **April 2, 2008**. Facsimile (FAX) submittals **are not** acceptable and **will not** be considered.

PROJECT FACT SHEET
FAU/HBOI Master Plan
BT-641
Florida Atlantic University

PROJECT DESCRIPTION

The project consists of the development and approval of a campus Master Plan for the newly acquired property by Florida Atlantic University at the Harbor Branch Oceanographic Institution located in Fort Pierce, FL. The selected firm will follow Florida Statutes to include all required elements of the Master Plan towards meeting FAU/HBOI's long-term goals. This firm will work with local government and non-government individuals who will be involved or affected by the Master Plan.

The owner will provide aerial photographs with AutoCAD drawings of the site, land survey of the site, and the completed Phase I Environmental Site Analysis.

The selected firm may be required to coordinate with local government and other state agencies having jurisdiction, prepare presentations for two required public hearings, and assist the University in the preparation and negotiation of campus development agreements for concurrency and mitigation, if required.

Master plans must be developed in accordance with the State University System "Guidelines for the Comprehensive Campus Master Plan System, updated January 1994." Graphics shall be standardized using AutoCAD 2008. All documentation shall be provided in electronic format using Microsoft Office 2003.

SELECTION CRITERIA

Firms will be evaluated in the following areas: current workload, location, past performance, volume of state work, design ability, and experience and ability. Experience and ability scores will be based on the following criteria:

1. Experience of firm and individual members of the consultant team with master planning for state Universities.
2. Experience of firm and individual members who have demonstrated master planning experience by having had prime responsibility for comprehensive university master plans.
3. Experience in campus planning, educational facilities and working with committees.

SELECTION COMMITTEE

Tom Donaudy, University Architect & VP for Facilities
Gerri McPherson, Campus Vice President
Shirley Pomponi, President & CEO, FAU/HBOI
Gary Perry, Dean & Professor-Charles E. Schmidt College of Science
Patrick Boles, Chief Operating Officer, FAU/HBOI
Norman Kaufman, Associate Provost, Academic Affairs
Azita Dashtaki, Director, Space Utilization & Analysis

SELECTION SCHEDULE:

The anticipated schedule for selection, award, and negotiation is as follows:

Submittal Due:	April 2, 2008
Shortlist Meeting:	TBD
Final Interviews:	TBD
Contract Negotiation:	TBD

GENERAL INFORMATION

1. All applicants will be notified of the results of the short listing in writing. Finalists will be informed of the interview date and time and will be provided with additional project information, if available.
2. The Selection Committee will make a recommendation to the President of the University. All finalists will be notified in writing of the President's action. Upon approval by the President, negotiations will be conducted in accordance with Section 287.055, Florida Statutes.
3. Professional liability insurance is required for this project in the amount of \$1,000,000.00.