

PROJECT FACT SHEET

Code Review and Inspection Services Continuing Contract

Florida Atlantic University

All Campuses

August 21, 2023

PROJECT DESCRIPTION

Projects included in the scope of this agreement will be for plans review and inspection services for university construction projects. Firms applying must have State of Florida licensed and/or State of Florida certified personnel on staff to perform plans reviews and construction inspection for building, structural, mechanical, electrical and plumbing. These services will be based on negotiated fee schedule with each occurrence of service being authorized with a purchase order. Campus service contracts provide that the consultant will be available on an as-needed basis.

SELECTION CRITERIA

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

1. Experience of firm and individual members of the team with project of similar size and program.
2. Experience of firm and individual members of the team in working with the State University System.
3. Evidence of efficient contract administration of projects.

SELECTION COMMITTEE:

1. Harvey Smith, Building Code Administrator
2. Marcelo Bezos, Assistant Vice President, Facilities Management
3. Patrick Cheung, Interim Director of Engineering & Utilities
4. Scott Wells, Environmental Health and Safety Specialist III

SELECTION SCHEDULE

Submittal Due Date: **Tuesday, October 17, 2023, 4:00 PM**
Shortlist Meeting: TBD
Final Interviews: TBD

GENERAL INFORMATION:

1. The University is not liable for any costs incurred by the Applicants prior to the issuance of an executed contract.
2. In order to minimize the possibility of unethical pressures or influences on the recommendation of the Selection Committee, no verbal or written communication is permitted between the applicants and the members of the Selection Committee. Any questions or requests for project information must be in writing to Azita Dotiwala, Director, Budget and Planning, Facilities Management, dashtaki@fau.edu.
3. All applicants will be notified of the results of the shortlist in writing. Finalists will be informed of the interview date and time and will be provided with additional project information, if available.
4. Professional liability insurance is required for this project in the amount of \$1,000,000.
5. 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.