



NOTICE TO PROFESSIONAL CONSULTANTS

Florida Atlantic University (FAU), on behalf of the Florida Atlantic University Board of Trustees, announces that Professional Services in the discipline of master planning will be required for the project listed below:

Project: **BT-604 – 2016/17 Campus Master Plan Updates, Florida Atlantic University**

- **Boca Raton Campus**
- **John D. MacArthur, Jupiter Campus**
- **Broward Campuses (Davie, Fort Lauderdale, Dania Beach)**

DESCRIPTION OF PROJECT:

The project consists of updating the University's current comprehensive campus master plans for the Boca Raton, John D. MacArthur – Jupiter, and Broward (Davie, Ft. Lauderdale Downtown & Dania Beach) Campuses. The purpose of the Master Plan is to provide a flexible framework for guiding development and change on FAU's multiple campuses. Emphasis will be directed toward the resolution of goals and objectives regarding components of the comprehensive plan that have illustrated growth over the past five years. The planning effort will continue to preserve the integrity of the original master plans while strategically aligning the University for future growth in accordance with the adopted 2025 A Strategic Plan for the Race to Excellence and integrating new key elements specific to each campus.

The Master Plans will contemplate the physical improvements that will enable FAU to meet the following goals outlined in the Strategic Plan:

Boldness:	Build a geographically-diverse population of students who excel in focused academic areas and engage in enriching activities that drive them to timely graduation and successful futures.
Synergy:	Invest in focused pillars and platforms – connecting the most talented faculty, staff and students to expand on the robust culture of nationally respected research and inquiry.
Place:	Partner with a diverse set of local stakeholders and enhance the physical spaces to build upon the unique cultural, demographic and environmental characteristics of each campus community – striving for leadership in developing the South Florida culture and economy.
Quality:	Design a resilient, lean organization – based on best logistical practices – that identifies economies of scale and incorporates new technologies to promote institutional development.
Brand:	Communicate the incredible stories of the University to an increasingly global audience, so that key internal stakeholders can link with external constituency groups.
Strategy:	"Budget to the plan" and pursue new revenue streams in order to make FAU self-reliant and thriving in the midst of competitive public and private funding opportunities.

The Master Planning process will consist of the following two phases:

1. The development of an Evaluation and Appraisal Report that reviews and appraises implementation of the current adopted Campus Master Plan for each campus and provides assistance in confirmation of a projected facilities program for future enrollment accommodation. These facilities will include research, academic, student life, support, housing, parking, infrastructure, utilities, athletics, recreation, and others to be determined in terms of capacity, density, cost, visibility, availability of infrastructure, pedestrian and vehicular access, etc.
2. Development of a comprehensive Campus Master Plan Update 2016 document, which fulfills statutory requirements, including determination of impacts to the Level of Service (LOS) of services/roadways, potential

public hearings, and assistance to FAU in providing information for updating the Development Agreement with the host municipality.

The 2016-17 Year Master Plan will be updated in accordance with Section 1013.30, Florida Statute, and Rule Chapter 6C-21, Florida Administrative Code. The required elements include Future Land Use, Transportation, Housing, General Infrastructure, Conservation, Recreation and Open Space, Intergovernmental Coordination, and Capital Improvements. Ten optional elements include: Academic Mission, Academic Program, Urban Design, Academic Facilities, Support Facilities, Utilities, Architectural Design, Landscape Design, Facilities Maintenance, and Coastal Management. The successful consultant team must demonstrate the ability to assess the impacts of University facilities development on campus and public facilities/services. Major components that may be included in the services consist of storm water capacity / conveyance management, chilled water capacity / conveyance, traffic/transportation/parking and campus way finding/signage studies. The successful consultant team must demonstrate experience in sustainable campus planning, including resolution of pedestrian, bike, transit, and traffic issues, as well as familiarity with statutory and administrative rule requirements. The University is seeking consultants with national experience in campus master planning, local government comprehensive planning, and concurrency management.

The current FAU Campus Master Plans may be viewed on-line at the FAU Facilities Management website: <http://www.fau.edu/facilities/avp/masterplans-homepage.php>.

SELECTION CRITERIA:

The selected firm shall provide comprehensive consulting services for the referenced project. Any proposed sub-consultants, as required by the Primary Consultant firm to meet project scope requirements, shall be identified by the generic discipline on the Florida Atlantic University Professional Qualifications Supplements (FAUPQS) form, **but shall not be identified 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 the following criterion and associated point values.

- a. 45 Points: Professional qualifications of the proposed design team members, including experience and ability to meet the project requirements, goals, and objectives of the University's strategic plan.
- b. 35 Points: Design ability.
- c. 5 Points: Volume of work.
- d. 5 Points: Volume of Florida State University System (SUS) work.
- e. 10 Points: Distance from project.

Florida Atlantic University is an equal opportunity institution and, as such, strongly encourages the lawful use of certified Minority and Women-owned Business Enterprises (MBE's) in the provision of design services. The selected firm will be required to provide computer-generated drawings according to the standards of FAU. Project development, including professional services, is contingent upon availability of funds. Additional Campus Master Plan Update services may be added to the contract scope for this project subject to needs and availability of funds.

INSTRUCTIONS:

Firms desiring to apply for consideration shall submit a letter of application in keeping with the following:

1. Refer to "Florida Atlantic University Professional Qualifications Supplement" (FAUPQS) dated **August 2008**. Applications on any other form will 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 State Department of Business Regulation to operate in Florida.
3. Experience on comprehensive campus planning for major academic institutions in urban/suburban environments.
4. Experience in campus planning in regard to American College & University Presidents Climate Commitment.
5. Familiarity with Campus Master Planning Florida statutory and administrative rule requirements.
6. Demonstrate experience in the resolution of traffic and parking issues, and coordination with multi-modal transportation linkages.
7. Demonstrate the ability to assess and plan for the economic and infrastructure impacts of university growth and development on both on-campus and off-campus facilities such as storm water management, potable water, sanitary sewer, solid waste, roads, parks and recreation facilities.
8. Ability to prepare computer-generated master plan maps, figures and text revisions in accordance with the standards of Florida Atlantic University.
9. Experience with local government comprehensive plans and concurrency management.

10. Role of team members on similar scale master plan projects.
11. The volume of work that the firm has currently under contract.
12. The distance of the office where the work will be performed from the FAU (Boca Raton) campus.

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 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. 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 \$35,000 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.
4. Professional liability insurance is not required for this project.
5. Any requested clarifications by interested applicants must be made in writing to Azita Dashtaki Dotiwala, Campus Planner at dashtaki@fau.edu.
6. **Members of the Selection Committee or other University personnel will not meet with or discuss the project with prospective applicants.**
7. The Selection Committee may waive any irregularities and may reject all proposals and stop the selection process at any time.
8. All postings referred to in this Notice will be posted electronically on the FAU Facilities website: <http://www.fau.edu/facilities/avp/AE-CM-advertise-home.php>. At all times it shall remain the responsibility of the consultants participating in this solicitation to check the website for postings of addenda, short lists, and award decisions. No further notice will be given.
9. Five (5) bound sets and one (1) electronic copy of the requested submittal data shall be delivered to:

Azita Dashtaki Dotiwala
Campus Planner
777 Glades Road
CO Bldg. 69 room 111
Boca Raton, FL 33431

The "Florida Atlantic University Professional Qualifications Services" (FAUPQS), which includes project information and selection criteria, may be obtained at: <http://www.fau.edu/facilities/avp/AE-CM-advertise-home.php>.

Submittals must be received in the Office of Facilities Management at 777 Glades Road CO Bldg. 69 Room 111 Boca Raton, FL 33431 by **4:00 PM local time on Tuesday, September 27, 2016.** Facsimile (FAX) submittals are not acceptable and will NOT be considered.