

NOTICE TO CONSTRUCTION MANAGERS

Florida Atlantic University, on behalf of its Board of Trustees, announces that Construction Management services will be required for the project listed below:

Project No.: BT#648

Located on Florida Atlantic University's Boca Raton Campus, the A.D. Henderson School currently has several portable buildings which need to be replaced with a permanent structure. The project will include 8 general classroom spaces of approximately 850-900 square feet to house 25 student stations for grades 5-9, a larger general purpose room for music and movement instruction, and a basic science lab that would not require the use or storage of hazardous materials or fume hoods. The project will be approximately 16,000 gross square feet. The project shall be handicap accessible. Total construction budget is approximately \$4,150,200.00.

Selection of finalists for interviews will be made on the basis of Construction Manager qualifications, including experience and ability; past experience; bonding capacity; record-keeping, administrative ability, critical path scheduling expertise; cost estimating; cost control ability; quality control capability; qualification of the firm's personnel, and staff and consultants. Finalist may request a copy of the standard Florida Atlantic University Construction Management Agreement.

The approved FAU Facilities Program is available online at <http://wise.fau.edu/facilities/uavp/AE-CM-advertise-home.php> or by contacting the University's **Sole Point of Contact** for this project, Ms. Jill Rosen, Division of Facilities Planning, Telephone (561) 297-4110, Fax (561) 297-2260, or e-mail jrosen58@fau.edu. From the date of issuance of this Notice until a final selection of a Construction Manager is made or a notice of cancellation is posted, the Construction Manager must not make available or discuss its proposal, or any part thereof, with any member of the Selection Committee, unless permitted by the **Sole Point of Contact**, in writing, for purposes of clarification only, as set forth herein. Any individual associated with a Construction Manager who contacts members of the Selection Committee, regarding any aspect of this project, whether such contact be

in person, telephone, or through electronic or written correspondence, may be determined to have violated the terms and conditions of this solicitation. If that determination is made, any proposal received from such an individual OR their company may be rejected as non-responsive and not subject to evaluation. If there are any changes or additions to the **Sole Point of Contact** information at any time in the process, participating Construction Manager's will be notified via an addendum to the Notice.

Questions regarding the Notice and/or process should be submitted via fax or email to the **Sole Point of Contact**. No oral communications shall be considered as a change to the Notice. FAU may respond to questions deemed by the University to be material in nature via a written addendum to the Notice. Interpretation of the wording of this document shall be the responsibility of FAU and that interpretation shall be final.

All postings referred to in this Notice will be posted electronically on the FAU Facilities website: <http://wise.fau.edu/facilities/uavp/AE-CM-advertise-home.php>. At all times it shall remain the responsibility of the Construction Manager participating in this solicitation to check the website for postings of addenda, short lists, and award decisions. No further notice will be given.

The Selection Committee may reject all proposals and stop the selection process at anytime. The Construction Manager shall have no ownership, entrepreneurial or financial affiliation with the selected architect/engineer involved with this project.

Firms desiring to provide Construction Management services for the project shall submit a letter of application and a completed "**Florida Atlantic University Construction Manager Qualification Supplement**" (**FAUCMPQS Revised January 2004**). Proposals must not exceed 40 pages, including the Construction Manager Qualifications Supplement and letter of application. Pages must be numbered consecutively. Submittals that do not comply with these requirements or do not

include the requested data will not be considered. No submittal material will be returned.

All applicants must be licensed to practice as general contractors in the State of Florida at the time of application. Corporations must be registered to operate in the State of Florida by the Department of State, Division of Corporations, at the time of application. As required by Section 287.133, Florida Statutes, a Construction Management firm 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 Construction Management firm must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$15,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

Five (5) bound sets of the required proposal data shall be submitted and addressed to: the Office of Facilities Planning, Florida Atlantic University, 777 Glades Road, Campus Operations Building #69-Room 107, Boca Raton, Florida 33431 by 5:00 p.m. on June 25, 2008. Facsimile (FAX) submittals **are not** acceptable and will **NOT** be considered.

PROJECT FACT SHEET

A.D. Henderson University School Classroom Expansion BT-648 Florida Atlantic University Boca Raton Campus

PROJECT DESCRIPTION

The project will include 8 general classroom spaces of approximately 850-900 square feet to house 25 student stations for grades 5-9, a larger general purpose room for music and movement instruction, and a basic science lab that would not require the use or storage of hazardous materials or fume hoods. The project will be approximately 16,000 gross square feet. The project shall be handicap accessible.

This facility will be constructed using the Construction Management delivery process. The Construction budget is approximately \$4,150,200.00.

SELECTION CRITERIA

Firms will be evaluated in the following areas: Experience and ability, past experience; bonding capacity; record-keeping; administrative ability; critical path scheduling expertise; cost estimating; cost control ability; quality contract capability; qualification of the firm's personnel, staff and consultants; and the ability to phase a project such that key existing computer functions are kept operational throughout the project.

Experience and ability scores will be based on the following criteria:

1. Experience in projects of similar size and scope.
2. Experience in working with Universities.

SELECTION COMMITTEE

Tom Donaudy, University Architect & Vice President for Facilities
Robert Richman, Associate Director, Facilities Planning
Glen Thomas, Director of A.D. Henderson School
Jim Baker, Director, Engineering & Utilities

SELECTION SCHEDULE:

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

Submittal Due:	June 25, 2008
Shortlist Meeting:	TBD
Final Interviews:	TBD
Contract Negotiation:	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 Jill Rosen, Division of Facilities, Telephone (561) 297-4110, Fax (561) 297-2260, or e-mail jrosen58@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. 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.
5. A copy of the building program is available on our website at <http://wise.fau.edu/facilities/uavp/AE-CM-advertise-home.php>