

CM ADVERTISEMENT
Construction Management – Continuing Services
Florida Atlantic University

NOTICE TO PROFESSIONAL CONSULTANTS

Florida Atlantic University, on behalf of its Board of Trustees, announces that Professional Services in the discipline of **Construction Management** will be required for minor projects.

Project (s): All Construction Minor Projects

Project (s) Location: All Florida Atlantic University Campuses

The construction manager will be a single point of responsibility for performance of multiple construction contracts up to \$2,000,000.00 individually, functioning as an independent contractor, publicly bidding trade contracts. Six construction management contracts will be awarded, for an initial period of one year with an option to renew for two additional one year extensions.

Selection of finalists for interview will be made on the basis of Construction Manager qualifications including experience and ability; record keeping; project administration; scheduling; cost estimating; cost control; quality control; and qualification of the firm's personnel. Finalists will be provided with a copy of a list of the final interview evaluation criteria, and a copy of the standard Florida Atlantic University construction manager agreement for minor projects. The final ranking for each category shall be determined based on the oral presentation and references.

The selection committee may reject all proposals and stop the selection process at any time.

INSTRUCTIONS:

The university's **Sole Point of Contact** for this project is **Mr. Henry Kraft, Facilities Planning Project Manager (phone: (561) 297-2869, fax: (561) 297-2260, and email ekraft2@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://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 \$20,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

Six (6) 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 101**, Boca Raton, Florida 33431 by **5:00** p.m. on **Thursday, October 25, 2012**. Facsimile (FAX) submittals are not acceptable and will NOT be considered.

PROJECT FACT SHEET
CONSTRUCTION MANAGEMENT FOR MINOR PROJECTS
Florida Atlantic University

PROJECT DESCRIPTION

The construction manager will be the single point of responsibility for performance of multiple construction contracts up to \$2,000,000 individually, functioning as an independent contractor, publicly bidding trade contracts. Up to six Construction Management teams may be selected to provide continuing services for all FAU campuses, for an initial period of one year with an option to renew for two additional one year extensions.

SELECTION CRITERIA

Firms will be evaluated in the following areas: experience and ability; record-keeping, project administration ability, scheduling; cost estimating; cost control; quality control; and qualification of the firm's personnel.

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

1. Experience with projects of similar size and scope.
2. Experience in working with Universities.
3. Ability to manage the projects efficiently.

SELECTION COMMITTEE:

Tom Donaudy, University Architect & Vice President for Facilities
Azita Dashtaki Dotiwala, Associate Vice President for Facilities
Jim Baker, Director of Engineering & Utilities
Robert Richman, Director of Facilities Planning
Scott Baruch, Associate Director of Facilities Planning (Northern Campuses)
Vince Cucchiella, Associate Director of Facilities Planning (Broward Campuses)

SELECTION SCHEDULE:

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

Submittal Due:	Thurs. Oct. 25, 2012
Shortlist Meeting:	Thurs. Nov. 8, 2012
Final Interviews:	Thurs. Nov. 29, 2012
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 (Sole Point of Contact is **Henry Kraft, Florida Atlantic University, Boca Raton Campus, Phone: 561.297.2869, Fax: 561.297.2260, and ekraft2@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.