NOTICE TO PROFESSIONAL CONSULTANTS

The Florida International University Board of Trustees announces that Professional Services in the discipline of BUILDING CODE PLANS REVIEW AND CONSTRUCTION INSPECTION will be required for all projects at FIU.

Project Location: Modesto A. Maidique Campus (MMC), Biscayne Bay Campus (BBC), Engineering Center (EC), and Wolfsonian Museum & Annex.

Project Description: This Continuing Services Contract will support the University’s comprehensive program for compliance with the Florida Building Code (FBC), as required by Chapter 553, Florida Statutes, and the current edition of the FBC. These services will be required for the University’s construction program for new, remodeled, renovated and altered buildings. Specific services will include plans review for code compliance and inspection of construction activities per each discipline of the FBC.

Instructions:

Professional Qualifications: Employees of consultants or sub-consultants who are providing these services must have the appropriate State of Florida license to perform building code plans review, and/or building inspections as per the license categories and requirements of Chapter 468, Florida Statutes.

Term of Contract: Any contract resulting from the selection of a professional consultant (or consultants) to provide these services shall require the consultant to be available on an as-needed basis for the Fiscal Year, July 1 – June 30. Two (2) contracts will be awarded to two (2) different firms. **This will be a multiple award contract for an initial period of one-year with Owner’s option to renew the contract, at its sole discretion, for additional one-year periods, however, in no event to exceed a total of five successive years.**

Firms desiring to provide professional services shall apply by letter specifying their area(s) of specialty and their intent to provide services for those specialties. Proximity of location will be a prime factor in the selection of the firm. Design ability will not be considered for this selection. Blanket professional liability insurance will be required per the following State University System requirements. This professional liability insurance shall be provided as a part of Basic Services:

- Projects < $1,000,000    no coverage required
- $1,000,000 to $4,999,999    $250,000 required
- $5,000,000 to $9,999,999    $500,000 required
- Projects $10,000,000 and up    $1,000,000 required
- Projects > $15,000,000 and special risk projects, limits set individually

Firms desiring to apply for consideration shall submit a letter of application. The letter of application should have attached:

1. A completed "Florida International University Professional Qualifications Supplement (FIUPQS)," **FORMER BOARD OF REGENTS PQS FORMS ARE NO LONGER ACCEPTED.** The official FIUPQS forms must be downloaded from the project web site at [http://facilities.fiu.edu/projects/CodeConsultant.htm](http://facilities.fiu.edu/projects/CodeConsultant.htm). 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 properly chartered by the Florida Department of State to operate in Florida.
Submit Seven (7) bound copies of the required proposal data and one CD copy in Adobe Acrobat PDF format of the requested qualifications to: Selection Committee, Florida International University, Real Estate Development and Planning, Campus Support Complex, 11555 S.W. 17th St., Room CSC142, Modesto A. Maidique Campus, Miami, Florida 33199.

Applications that do not comply with the above instructions will not be considered. Application material will not be returned. The University reserves the right to suspend or discontinue the selection process at any time and to return or reject any or all submissions of qualifications without obligation to the respondent.

Any plans and specifications prepared by the consultant 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 $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.

The Project Fact Sheet, describes the selection process schedule for this Project and additional information regarding the Project scope, and may be obtained from the project web site http://facilities.fiu.edu/projects/CodeConsultant.htm.

In order to minimize the possibility of unethical pressures or influences on the recommendations of the Selection Committee, direct contact with the committee members is not permitted. Requests for meetings by individual firms will not be granted. Committee members and selection schedule milestone dates can be found in the Project Fact Sheet.

Any question or explanation desired by an applicant regarding the project or any part of the process must be requested in writing to griffith@fiu.edu or via fax at 305-348-0579. Responses to questions and requests for information will be posted on the project web site. An effort will be made to respond to all applicant questions; however, the University is not obligated to and may choose not to answer every question. The last day questions or inquiries will be considered for this project is Wednesday, March 10th, 2010 at 12:00 PM.

Should a change in schedule become necessary, updated information will be posted on the project web site http://facilities.fiu.edu/projects/CodeConsultant.htm. All future notices will be posted on the web site. Applicants should check the web site daily.

Submittals must be received between 8:30 A.M. and 12:30 P.M. or 1:30 P.M and 4:00 P.M. local time, Tuesday, March 16th, 2010. Submittals will not be accepted before or after the times and date stated above. Facsimile (FAX) submittals are not acceptable and will not be considered.

[Posted on February 12, 2010.]