PROJECT FACT SHEET
CAMPUS SERVICE ARCHITECTS
Continuing Service Contracts 2007-2008
Florida International University

PROJECT DESCRIPTION
This project consists of Architectural Services for Continuing Service Contracts. Continuing Service Contracts are specific projects for renovations, alterations, and additions that have a basic construction budget estimated to be $1,000,000 or less, or a planning study for which the fee for professional services is $100,000 or less. Campus Service Contracts for Continuing Service Contracts provide that the consultant will be available on an as-needed basis for the upcoming Fiscal Year, July 1 - June 30. Two campus services architects will be selected.

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

1. Principal and/or Project Managers experience with renovations, remodeling, repairs and small additions.
2. Principal and/or Project Managers experience with institutional remodeling.
3. Principal and/or Project Managers experience with public agencies.
4. Principal and/or Project Managers experience with annual or continuing contracts.

SELECTION COMMITTEE
Danny Paan, Chuck Gilpin, Jorge Padron and Honoriu Filimon. Selection process Chairperson: Robert Griffith

SELECTION SCHEDULE
The anticipated schedule for selection, award, and negotiation is as follows:
- Call for proposals in Florida Administrative Weekly: April 13, 2007
- Closing Date for Applicants: May 18, 2007 (2:00 p.m.)
- Shortlist Meeting: May 31, 2007
- Final Interviews: June 14, 2007

GENERAL INFORMATION
1. All applicants will be notified of the results of the short-listing in writing. Finalists will be informed of the presentation and interview date and time and will be provided with additional project information, if available.

The Selection Committee will make a recommendation to the university president. 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.