

**PROJECT FACT SHEET**

**BT-887**

**Steven J. Green School of International Public Affairs Phase II**

Modesto Maidique Campus, Miami, Florida

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**PROJECT DESCRIPTION**

The Steven J. Green School of International Public Affairs Phase II (SIPA-2) project proposes a new multi-story building adjoining the existing 5-story SIPA building. The preferred location is the area west of the original SIPA building with a clearance of at least 60-feet from the Labor Center (Building 13). This site will require partial or complete filling of the existing detention pond. The project is expected to include an overall gross floor area of approximately 84,800 square feet and a net assignable area of 53,000 square feet. It will include classrooms, conference and event facilities, seminar rooms, and professional case rooms, as well as administrative and faculty offices. Covered walkways and/or bridges connecting the new and existing buildings at one or more levels are desired.

The proposed SIPA-II building has been part of FIU planning for since the original SIPA building was designed in 2008. At the time, conceptual design drawings showed a "twin" building located on the site now proposed, but budgetary constraints did not allow for all of the desired space to be built in 2008. This second phase has been listed as "Future Project" on FIU Facilities Planning's "Construction Projects Master List" since August 2011, soon after Phase I was occupied, and it was clear that additional space was needed to house the School of International and Public Affairs.

In 2015, esteemed business leader, diplomat and philanthropist Ambassador Steven J. Green and his family recognized the potential of the School of International and Public Affairs to become an institution of higher learning with significant national and international impact. Together with his wife Dorothea Green and daughter Kimberly Green, Ambassador Green, through the Green Family Foundation, bequeathed an extraordinary philanthropic gift of \$20 million to name the Steven J. Green School of International and Public Affairs. Of this transformative gift, \$15 million has been earmarked for the construction of SIPA-II.

During the summer of 2017, the legislature of the State of Florida approved a \$12.7 million allocation for SIPA-II. The state allocation, combined with the Green Family gift, represents a significant milestone for the Green School, allowing FIU to move forward with the planning, design and construction of SIPA-II. The University is committed to producing buildings that comply with sustainable energy conservation strategies and standards (minimum LEED Silver Certification).

**Applicants are hereby notified that that in the event the University is unable to secure full funding for the residential complex, the University intends to proceed only with design and construction of fully funded project components, if any.**

**SELECTION CRITERIA**

All information submitted is subject to the Laws of Perjury as set forth in Chapter 837.06, F.S. The following minimum qualifying information is required by an Applicant to be eligible for consideration:

1. Letter of Intent and Summary Introduction narrative highlighting qualifications/legal nature of organization including proposed organization chart.
2. Completed "Florida International University Professional Qualifications Supplement (FIUPQS)." The latest version of the official FIUPQS forms (FIUPQS\_08\_2015) must be downloaded from the FIU web site at <http://facilities.fiu.edu/projects/BT-887.htm>. Applications on any other form will not be considered.
3. Copies of the applicant's current Professional Registration Certificates from the appropriate governing board for the Applicant firm, its consulting engineers and all key professional

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---

personnel to be used on the project. If the applicant is a corporation, it must be properly chartered by the Florida Department of State to operate in Florida.

4. Location Proximity (highway distance) of Applicant's nearest established, fully staffed office to the Modesto A. Maidique Campus.

Firms will be evaluated in the following areas:

**Recent and Current Workload** – Evaluation of current phases of work in progress/manpower allocation in response to current workload.

**Adequacy of Personnel** – Applicant's experience and availability to perform the required services in light of its current workload.

**Experience and Performance Record** – Performance with respect to projects comparable in type, size and complexity for the most recent five-year period. Experience evaluation shall be on the basis of the firm's principals and project manager's experience with institutional or other public agencies. The committee may take into consideration personal knowledge of the applicant's past performance evaluations with the University.

**Services Provided by Applicant and Proposed Consultants** – Unique qualifications with respect to the project, including specialized equipment, awards or recognition received, special approaches, management tools or concepts developed.

**Volume of FIU Work Previously Awarded** – Volume of work on project(s) previously awarded by the University for the past five years with the objective of effecting an equitable distribution of contracts among qualified Applicant firms, provided such distribution does not violate the principle of selection of the most highly qualified firm.

The Selection Committee shall review qualifying information submitted and score applicants in terms of points on a numerical scale assigned to criteria identified in the FIUPQS form and instructions. Total points for each firm shall be converted to a ranked order by each selection committee member. Selection for interview is based on total combined numerical rank points from each committee member for all applicants. Sample score sheets and instructions to the selection committee are included in the FIUPQS forms for reference.

**SELECTION SCHEDULE**

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

- **Call for proposals** in Florida Administrative Register: Friday, July 27, 2018
- **PQS Applications Due:** Monday August 27, 2018

Submit nine (9) bound copies of the required proposal data and one electronic copy in Adobe Acrobat PDF format of the requested qualifications to: Selection Committee, Florida International University, Facilities Planning, Campus Support Complex, Room #142, Modesto A. Maidique Campus, Miami, Florida 33199. 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, Monday August 27, 2018. 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.

**PROJECT FACT SHEET**

**BT-887**

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- **Shortlist Meeting:** Thursday September 20, 2018
- **Final Presentations and Interviews:** Friday October 12, 2018

**GENERAL INFORMATION**

1. Any change in the schedule or other additional information will be posted on the FIU web site <http://facilities.fiu.edu/projects/BT-892.htm>. Applicants should check the web site daily. Any question or explanation desired by an applicant regarding project or any part of the process must be requested in writing to [griffith@fiu.edu](mailto:griffith@fiu.edu) (cc: [angpaz@fiu.edu](mailto:angpaz@fiu.edu)). Responses to questions and requests for information will be posted on the facilities 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. Please make sure you thoroughly read all instructions included with the FIUPQS form before making an inquiry.
2. The University is not liable for any costs incurred by the Applicants prior to the issuance of an executed contract. The University reserves the right to suspend or discontinue the selection process at any time and to reject any or all submissions of Architect/Engineer qualifications without obligation to the respondent. The award of this contract is subject to availability of funds. If additional funding is realized, the University has the option to incorporate additional scope/ funding under this contract. Project development including professional services is contingent upon availability of funds.

**FIU HAS CREATED STANDARD CONTRACT FORMS AND STANDARD INSURANCE REQUIREMENTS APPLICABLE TO A/E'S FOR A/E SERVICES TO PROVIDE FOR AN EFFICIENT AND EFFECTIVE PROCESS. THESE FORMS ARE AVAILABLE FOR REVIEW AND CAN BE FOUND AT <http://facilities.fiu.edu/formsandstandards.htm>. ALL APPLICANTS SHOULD REVIEW THE APPLICABLE FIU CONTRACT FORM AND STANDARD INSURANCE REQUIREMENTS CAREFULLY PRIOR TO MAKING A DECISION AS TO WHETHER OR NOT TO RESPOND TO THIS ADVERTISEMENT.**

3. In order to minimize the possibility of unethical pressures or influences on the recommendations of the Selection Committee, direct contact with the committee members throughout the selection process is not permitted. The committee members are:
  1. **Celi Ervesun**, Construction Project Mgr III
  2. **Francisco Hoyos**, Assistant Director Physical Plant
  3. **Patrick Meagher**, Director Construction Mgmt
  4. **Pedro Botta**, Sr. Director Administrative Services
  5. **John Stack**, Dean of the Stephen J. Green School of International Public Affairs
  6. **David Rifkind**, Associate Professor, Chair LAEUD
  7. **Kimberly Green**, President, Green Family Foundation

The goal of this committee is to assess the Applicants on an equitable basis. Committee members shall serve throughout the screening process for a project until selection is completed. (Committee members may be substituted by the University prior to the short list meeting without further notice).

The Selection Committee will make a recommendation to the President of Florida International 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.

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4. All team members of the selected firm should clearly address each of the selection criteria as appropriate within the submittal package.
5. The results of this screening process will be posted on the FIU Facilities web site at <http://facilities.fiu.edu/projects/BT-887.htm>. Pursuant to Florida Board of Governors Regulation 14.023, any qualified applicant who is adversely affected by the University's decision may file a written notice of protest within 72 hours after receipt of this notice. Failure to file a notice of protest within the time prescribed in Florida Board of Governors Regulation 14.023 shall constitute a waiver of the right to protest proceedings.
6. Finalists will be notified and informed of the interview date and time via email and will be provided with additional project information, and the topics to be covered in the oral interview. The Building Program has been posted and is available on the same web page as the Legal Advertisement and this Project Fact Sheet. The Committee shall be free to ask a Finalist any question it deems relevant to its decision in ranking the Finalists. As outlined in the **Florida International University Professional Qualifications Supplement (FIUPQS)**, in making its decision the Committee shall take into consideration, in addition to the information requested above, the following factors:
  1. **Understanding of the Project Requirements** – The Applicants are evaluated on their understanding of the requirements and needs of the project as demonstrated by their project teams, including consultants. The Applicants shall be rated on the completeness of their understanding of the factors which are unique to the project, including the thoroughness demonstrated in analyzing and investigating the scope of the project and in preparing for the interview.
  2. **Approach and Method** – Finalists shall explain their approach, management and design methods they will employ to plan, design, and administer during construction of the project, inclusive of procedures to assure timely performance of the work.
  3. **Ability to Provide Service** – The Committee will evaluate the Applicants' ability to meet the Owner's required timetable and to provide for any special or unique requirements of the project, including a projected time line of activities through project completion. The Applicants should be asked to discuss their ability to fulfill each project requirement and to describe all other projects on which team members are currently involved. Results of reference checks are considered in this category. It is the responsibility of the applicant to verify contact information for all references listed on the FIUPQS is up to date at the time of the application. The preferred method of communication with the references is via email.
7. Applicants shall not include specialty consultants in their team. Failure to comply with this requirement shall be grounds for disqualification. If the applicant feels that its team will require the services of a specialty consultant, it should indicate for which disciplines it will require specialty consultant(s) according to the instructions in the **FIUPQS** form.

**Posted on 7/27/2018**