

**PROJECT FACT SHEET (CM)**

**BT-914 International Center for Tropical Botany**

Adjacent to the Kampong in Coconut Grove, Miami, Florida

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**PROJECT DESCRIPTION**

This project is the development of a new academic and research Center for FIU on a site adjacent to “The Kampong” – a National Register of Historic Places listed site that was the home of David Fairchild. The Kampong is now one of five gardens managed by the National Tropical Botanical Garden (NTBG), a Congressionally-chartered non-profit organization. The mission of the International Center for Tropical Botany (ICTB) is to study tropical plants and the resources they provide; to develop solutions that ensure the conservation and sustainable use of tropical plants in order to preserve tropical plant diversity for posterity; to provide research-based knowledge and tools to preserve and sustainably use tropical plants and to foster programs to educate future generations of tropical plant biologists. In addition, the collaboration with the NTBG will make available to students and faculty access to the garden of The Kampong as well as the other four NTBG gardens located in Hawaii for individual and joint research and teaching opportunities.

The NTBG has conveyed three lots located adjacent to The Kampong to FIU, for the purpose of constructing the ICTB Building consistent with the Joint Operating Agreement dated April 9, 2014 and the FIU Academic Plan for the ICTB. FIU will fund the construction of the facility through a generous \$5 million donation equally divided between and received from the Batchelor Foundation, Inc. and the William R. Kenan, Jr. Charitable Trust for the specific purpose of construction.

Based on the currently available funding, the ICTB plans to construct the following spaces/square feet:

- Large Classroom - 800 SF
- Conference/Seminar Room - 320 SF
- Specimen Preparation Lab - 350 SF
- Herbarium Storage and Work Lab – 2,500 SF
- Office Suite – 2,315 SF

The gross area of the building is expected to be approximately 10,909 GSF plus additional site features including the following:

- Outdoor Plant Shade House – 1,400 SF
- Outdoor Pavilion – 1,000 SF

The design work for this project includes planning site improvements including landscaping and a parking area. Based on the scope of work described above, the total building construction cost is approximately \$3,628,905 and the total project cost is \$5,000,000. The University is committed to producing buildings that comply with sustainable energy conservation strategies and standards (minimum LEED Silver Certification).

The project scope may be increased by the University, in its sole discretion, to include additional spaces/square feet should a funding source for such scope increases be identified prior to project completion. The total building construction cost and the total project cost may increase, at the University's sole discretion.

**Applicants are hereby notified that that in the event the University is unable to secure full funding necessary for either the initial project components or added components, the University intends to proceed only with design and construction of fully funded project components and phase(s), if any.**

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**SELECTION CRITERIA**

All information submitted is subject to the Laws of Perjury as set forth in Chapter 837.06, F.S.

Construction Management firms may be evaluated in the following areas:

1. **Bonding capability** – submit exhibits in the form of letter(s) of reference from bank(s) and a letter from a bonding agent confirming financial ability and bonding capacity of the Applicant. The surety company must also provide a copy of their current license. The firm shall be required to hold a 100% Performance and Payment Bond on the basis of the Guaranteed Maximum Price furnished pursuant to Section 255.05 F.S.
2. **Years in Business** as a Construction Management firm.
3. **Record keeping** /administration ability.
4. **Critical path scheduling** expertise.
5. **Cost estimating; cost control** capability.
6. **Ability** to assist the team to develop solutions to complex design issues.
7. **Qualification of the firm's personnel**, staff, and any consultants. An Applicant shall be properly registered to practice in the State of Florida as a General Contractor at the time of application with the appropriate state board governing the services offered. The Committee may verify the current status with the appropriate state board. Provide copies of current State of Florida Department of Professional Regulation Construction Industry Licensing Board certificate of Corporate Authorization showing (1) License No., (2) Certificate of Authorization date and (3) designation of professional(s) qualifying the corporation to practice as a General Contractor.
8. **Quality control capability** – Describe quality management procedures that achieve satisfactory performance as well as address non-performance by subcontractors. Describe typical problems encountered with projects of this nature and the firm's management response to these challenges.
9. **Location**, with the goal of local market knowledge and efficient project communication and coordination with the home office.
10. **Past performance and experience** in other State of Florida locations and local markets.
11. **Volume of work on project 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.
12. **Experience and ability.** Experience and ability scores will be based on the following criteria:
  1. Documented success of the firm and individual members of the Construction Management team in similar sized contracts in the past five years with emphasis on the ability to meet the Owner's time and budget requirements. The committee may take into consideration personal knowledge of the applicant's past performance with the University.
  2. Demonstrated management ability of principal firm to coordinate and maintain successful working relationships with technical consultants of the design team.
  3. Experience of members of the Construction Management team in working with university, institutional or other public agencies of a similar nature.

**In order to facilitate review by the Committee, Applicants are requested to respond and index their submittals with the same paragraph designations as noted on the CMQS form.**

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The Selection Committee shall review qualifying information submitted and score applicants in terms of points on a numerical scale assigned to each criteria element as set by the committee. Individual members will rank each firm and Committee votes will be computed as the sum of the individual rankings. Selection is based on numerical scoring of the highest ranked applicants for interview.

**SELECTION SCHEDULE**

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

- **Call for proposals** in Florida Administrative Register: Thursday, October 1<sup>st</sup>, 2015
- **CMQS Applications Due:** Friday, October 30<sup>th</sup>, 2015

Submit eight (8) 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, **Friday, October 30<sup>th</sup>, 2015** *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.

- **Shortlist Meeting:** Thursday, November 12<sup>th</sup>, 2015
- **Final Presentations and Interviews:** Monday, December 27<sup>th</sup>, 2015

**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-914.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: [mazorras@fiu.edu](mailto:mazorras@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.
3. **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.**

Requests for meetings by individual firms will not be granted. Once the firm acquires the required forms, questions may be directed to Facilities Planning at (305)348-4090 or via email to [griffith@fiu.edu](mailto:griffith@fiu.edu) (cc: [mazorras@fiu.edu](mailto:mazorras@fiu.edu)).

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4. 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:

**Christopher Baraloto**, Director of ICTB  
**Michael Rosenberg**, Board Member, the Kampong  
**Patrick Meagher**, Director of Construction Services, Facilities Management  
**Francisco Hoyos**, Assistant Director, Physical Plant  
**Oscar Irigoyen**, Senior Project Manager, Facilities Management

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.

5. All team members of the selected firm should clearly address each of the selection criteria as appropriate within the submittal package.
6. The results of this screening process will be posted on the FIU Facilities web site at <http://facilities.fiu.edu/projects/BT-914.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.
7. 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.

**Posted on October 1<sup>st</sup>, 2015**