

ADDENDUM #1

SELECTION CRITERIA – Experience and Performance Record

Delete one sentence: Specific experience with Campus Housing project is desirable.

PROJECT FACT SHEET **Molecular Biology, BT-833** **Florida International University, University Park**

PROJECT DESCRIPTION

The proposed Molecular Biology Building will house faculty and graduate student offices, laboratory space, dedicated support facilities, and biology laboratory classrooms with an emphasis on the molecular and cell sciences. Examples of programs to be housed in the proposed buildings include immunology, molecular genetics, stable isotope technology, molecular biology of fungi, virology, plant molecular biology, DNA fingerprinting technology, and molecular evolution. The project will also require major campus utility infrastructure improvements to service the building and future building sites. It will contain an approximate total gross square footage of 45,120 with a construction budget of approximately \$14 million.

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 (former Board of Regents) "Professional Qualifications Supplement (SUSPQS)," dated September 1999.
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 personnel to be used on the project.
4. Location Proximity (highway distance) of Applicant's nearest established, fully staffed office to the University Park 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 managers 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 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 multiplied by respective weights assigned to each criteria element as set by the committee.

Committee votes will be computed as the sum of weighted scores. 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 Weekly:	August 12, 2005
PQS Applications Due:	(2:00 p.m. in CSC 236) September 9, 2005
Shortlist Meeting:	September 23, 2005
Final Presentations and Interviews:	October 7, 2005
Negotiation:	November 24, 2005
Notice-to-Proceed:	November 27, 2005

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 recommendations of the Selection Committee, direct contact with the committee members is not permitted. The committee members are: Paulo Costa, Oscar Irigoyen, Danny Townsend, George Dambach & Sylvia Berenguer. The goal of this committee is to assess the Applicants on an equitable basis. The committee members (may be subject to change without notice) shall serve throughout the screening process for a project until selection is completed.
3. 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.
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 at Facilities Planning and Construction during regular business hours on the date listed in the Project Milestones or by login to <http://facilities.fiu.edu/fpc.htm>. Any notification of intent to protest must be made within seventy-two (72) hours of posting.
6. All applicants will be notified of the results of the shortlisting in writing. Finalists will be informed of the interview date and time and will be provided with a copy of FIU State University System's Agreement between Owner and Architect/Engineer, additional project information, and the topics to be covered in the oral interview. The Committee shall be free to ask a Finalist any question it deems relevant to its decision in ranking the Finalists. 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** – Finalists will be evaluated on the thoroughness demonstrated in understanding the nature and requirements of the project.
 2. **Approach and Method** – Finalists shall explain their approach, management and design methods they will employ to plan, design and administer during construction the project, inclusive of procedures to assure timely performance of the work.
 3. **Unique Qualifications** – Finalist shall specify why it is uniquely qualified to undertake the project.
7. Applicants shall not include specialty laboratory consultants in their team, such consultants may be retained as an additional service to the contract in consultation with university staff and the successful applicant.