

## ADVERTISEMENT FOR PROFESSIONAL SERVICES

### NOTICE TO PROFESSIONAL CONSULTANTS:

The University of Florida Board of Trustees announces that Professional Services in the discipline of architecture/facility planning will be required for the project listed below:

**Project: MP-282C, Reitz Union New Building Program (Gainesville, FL)**

The project consists of working with the University, J. Wayne Reitz Union (JWRU), Multicultural and Diversity Affairs, Multicultural groups, student groups and others in developing a facility master plan to reorganize and/or add onto the Union and develop a multicultural center. The JWRU is seeking a leader in Student Union facility master planning. The existing student union is a multi-purpose facility with over 350,000 GSF of public space and averages in excess of 20,000 guests per day. In addition to developing a master plan, the University would like concept images to aid with funding the future construction of the project.

The selected firm will provide facility master planning and concept design images for the referenced project. Blanket professional liability insurance will be required for this project in the amount of \$1,000,000, and will be provided as a part of Basic Services. Plans and specifications for University of Florida projects are subject to reuse in accordance with the provisions of Section 287.055, Florida Statutes.

Applicants will be evaluated on the basis of their past performance, experience, personnel, design ability, references, workload, and responses to questions posed both in the shortlist and interview phases. The Selection Committee may reject all proposals and stop the selection process at any time.

At the time of application, the applicant and its landscape, architectural and engineering consultants must possess current design licenses from the appropriate governing board and be properly registered to practice its profession in the State of Florida. If the applicant is a corporation, it must be chartered by the Florida Department of State to operate in Florida.

Applicants desiring to provide professional services for the project shall submit a proposal only after thoroughly reviewing the Project Fact Sheet, and other background information. The

proposal shall be limited to 40 single-sided, consecutively-numbered pages **OR** 20 double-sided, consecutively-numbered pages and shall include:

1. A Letter of Application that concisely illustrates the applicant's understanding of the scope of services, design intent, and other goals and considerations as outlined in the Project Fact Sheet.
2. A completed, project-specific "Professional Qualifications Supplement" (PQS) proposal with signed certification. **Applications on any other form will not be considered.**
3. Resumes, LEED accreditation, and other pertinent credentials for all proposed staff (applicant and consultants).
4. Proof of the applicant's corporate status in Florida (if applicable) and copies of current licenses for applicant and all engineering and landscape architecture consultants from the appropriate governing board.
5. Proof of the applicant's and all engineering consultants' ability to be insured for the level of professional liability coverage demanded for this project.

As required by Section 287.133, Florida Statutes, an applicant 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 professional 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.

**Unsigned proposals or proposals containing expired or invalid licenses will be disqualified.** Submittal materials will not be returned.

The project-specific PQS form, instructions, Project Fact Sheet, UF Design Services Guide, UF Design and Construction Standards, standard University of Florida Owner-Professional agreement, and other project and process information can be found on the Facilities Planning & Construction website.

Finalists may be provided with supplemental interview requirements and criteria as needed.

Provide the number of copies prescribed in the Project Fact Sheet. Submittals must be

received in the Facilities Planning & Construction office by 3:00 PM local time, on Thursday July 9, 2009. Facsimile (FAX) submittals are not acceptable and will not be considered.

Facilities Planning & Construction

232 Stadium / P.O. Box 115050

Gainesville, FL 32611-5050

Telephone: 352-273-4000; Fax: 352-273-4034

Internet: [www.facilities.ufl.edu](http://www.facilities.ufl.edu)