

PROJECT FACT SHEET

FOR DESIGN/BUILD CONSULTANT

PROJECT: UF-354, Sun Terrace Expansion
LOCATION: University of Florida, Main Campus (Gainesville), Health Science Center

A. PROJECT DESCRIPTION:

The project consists of adding approximately 1,500 GSF to the existing Sun Terrace facility and designing and building a new 4,000 GSF facility. The addition will be for a new food service venue and the new structure will house the HSC Bookstore and a coffee venue. The third part of the scope will be to provide a covered walkway to connect the new building, existing Sun Terrace building, the Stetson Gallery and the HSC Library. The site is an active roof deck with offices and classroom functions below. For the bookstore portion of the building, the existing roof deck will need to be structurally enhanced. The structural report is posted on the FPC website.

Major building systems, including mechanical and building envelope, will be commissioned by an independent consultant, with whom the Design/Builder shall plan and coordinate its efforts. Gold LEED (Leadership in Energy and Environmental Design) certification by the US Green Building Council is mandatory, but the design/build team shall work with the University to analyze the possibility of achieving a higher level of certification. The proposed team shall include at least one LEED-accredited design professional and one LEED-accredited field construction professional.

See Sections IV and XVII of the facilities program for more background on the project, its goals, and the Owner’s Project Requirements (OPR)

B. SELECTION CRITERIA and PROCESS:

Applicants will be evaluated on the basis of their past performance, experience, personnel, design and construction ability, references, bonding capacity, and responses to questions posed both in the shortlist and interview phases. Scores will be based on the following non-prioritized criteria as illustrated in the (10) past project examples listed in the DBQS submittal. Additional criteria may be outlined for short-listed applicants, who will be asked to submit a draft design and construction schedule prior to the interview.

- Working within a very active complex, over occupied lab and education space and on a roof deck that needs to be structurally enhanced?
- Working with food venues and many different user groups.
- Design/Builder’s approach to, and experience with, cost control & estimating, quality control, schedule management for “fast track” projects, safety, independent total building commissioning, and sustainable design & construction.
- Design/Build team’s past performance and experience working together, whether as a Design/Build entity or not.
- Design/Builder’s understanding of the project’s intent, goals, and objectives as outlined in the conceptual facilities program.

A portion of the shortlist phase score will be devoted to the applicant’s past performance rating on work at or for the University of Florida. The University will use either the cumulative average score of the applicant(s) or the current average score of all firms for an applicant who does not have a performance evaluation history with the University. For Joint Venture applicants, the proportionate average of scores for JV partners shall be used.

Scores from the shortlist phase are not additive with scores from the interview phase, but the Committee reserves the right to consider information provided in the DBQS submittal during the interview phase.

C. DESIGN/BUILDER SELECTION & CERTIFICATION COMMITTEE:

1. Lionel Dubay, Director
Business Services, University of Florida
2. Carol J. Walker, Asst. Vice-President
Facilities Planning & Construction, University of Florida
3. Cydney McGlothlin, Project Manager
Facilities Planning & Construction, University of Florida
4. TBD
Physical Plant Division, University of Florida
5. Dennis Hines, Assistant Director
Medical Health Administration, University of Florida

D. SELECTION SCHEDULE:

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

Applications Due:	Thursday, July 23, 2009, 3:00 PM Local Time
Shortlist Meeting:	Wednesday August 5, 2009
Final Interviews:	Thursday August 20, 2009
Selection Recommendation Approval:	Week of August 24, 2009
Contract Negotiation & Execution:	Week of August 31, 2009
Kickoff Workshops / Charettes	Week of September 7, 2009

E. PROCESS INFORMATION

1. See the UF-354 Design/Build Qualifications Supplement (DBQS) and DQBS Instructions for detailed information on the required submittal.
2. The signed submittal – **five hard copies, plus one electronic (PDF) copy on CD-ROM** – must be delivered to the FP&C Office prior to the designated date and time. Late submittals, unsigned submittals, or those on a form other than the project-specific UF Professional Qualifications Supplement, will be disqualified. Misrouting or late delivery by courier service or other delivery means are unacceptable grounds for waiver of this stipulation.
3. At least three applicants will be selected for the interview phase, unless fewer than three apply. In the event of a tie in the shortlist ranking, when the margin between two applicants among the top scores is less than one-tenth (0.1), the Committee may select additional applicants for interview.
4. All applicants will be notified of the results of the short-listing in writing. The short-listed applicants will be informed of the results via the quickest means possible (phone, fax, e-mail) and will be provided with additional project information as needed. Unsuccessful applicants will be notified via letter only.
5. Following the interview phase, the committee will make a recommendation to the University Vice-President. All finalists will be notified in writing of the Vice-President’s action. Upon approval by the Vice-President, negotiations will be conducted in accordance with Section 287.055, Florida Statutes.
6. If negotiations with the top-ranked and approved firm are unsuccessful, negotiations will be conducted with the second-ranked firm, upon approval by the Vice-President.
7. **Applicants shall direct all questions regarding the process or the results of short-listing and interviews to the FP&C Project Manager, not to User Group representatives or other Selection Committee members. Opportunities for direct interaction with the User Group(s) may be provided for finalists between the short-listing and interview phases.**

F. GENERAL INFORMATION:

1. Blanket professional liability insurance is required for this project in the amount of \$1,000,000, and shall be provided as a part of Basic Services. Applicants shall be capable of providing performance and payment bonds for up to \$2.1 million.
2. The entity responsible for all aspects of project management is:
Facilities Planning & Construction (FP&C)
University of Florida
232 Stadium / PO Box 115050
Gainesville, FL 32611-5050
Phone: (352) 273-4000
Fax: (352) 273-4034
Internet: www.facilities.ufl.edu
3. Direct all inquiries to the FP&C Project Manager:
Cydney McGlothlin
Phone: (352) 273-4028
E-Mail: cmcglath@ufl.edu
4. Interested applicants should register with FP&C as a potential applicant for the project in order to be notified of information, changes, updates, etc. Visit the FP&C website for more information.
5. All project-related information, including the conceptual facilities program and DBQS submittal forms and instructions, may be viewed or downloaded at the FP&C website.
6. Site utilities system information can be viewed or downloaded from the Physical Plant Division (PPD) FTP server site: www.ppd.ufl.edu/requests.
7. Applicants are strongly encouraged to also review the UF *Design Services Guide*, template Design/Build contract, UF Design & Construction Standards, and other forms, guidelines, standards, and documents that pertain to work at the University of Florida.