

**Roth Athletic Center – UCF-583  
(Wayne Densch Building 77 Expansion)  
Construction Managers Project Fact Sheet**

**PROJECT DESCRIPTION**

The project consists of the interior build-out of the Roth Athletic Center, which is approximately 40,000 GSF. Schematic Design documents have been completed for the project and are posted on the advertisement section of the Facilities Planning and Construction website. This Schematic Design illustrates the general intent of the project, which may be altered as the project develops.

The total project cost will be approximately \$6,000,000 for planning, design, permitting, construction, commissioning, and furnishings/equipment. The total construction cost will be approximately \$4,900,000. The project budget may be changed at UCF's discretion, and this project is subject to the availability of funding.

The project shall achieve LEED Certification. Proposing firms shall include at least one LEED-certified professional, who will coordinate with the University's commissioning agent.

**NOTE:** The Selection Committee may reject all proposals and stop the selection process at any time. The University also reserves the right to cancel the project at any time.

**INSTRUCTIONS:**

Carefully review the Contract posted with this advertisement at [www.fp.ucf.edu](http://www.fp.ucf.edu). Submitting a proposal for this project constitutes complete agreement with, and acceptance of, the terms and conditions contained within these documents. NO changes will be accepted.

The contract for construction management services will consist of two phases. Phase one is pre-construction services, for which the Construction Manager will be compensated in accordance with the CM Sliding scale found on the UCF Facilities Planning and Construction website. This fee will be pro-rated based on the design phase which the Construction Manager starts work. Phase one services include value engineering, constructability analyses, development of a cost model, estimating, and the development of a Guaranteed Maximum Price (GMP) at 100% Construction Documents. If the GMP is accepted, phase two, the construction phase, will be implemented. In phase two of the contract, the Construction Manager becomes the single point of responsibility for performance of the construction of the project and shall publicly bid trade contracts. Failure to negotiate an acceptable GMP within the time provided in the agreement may result in the termination of the Construction Manager's contract.

Construction Managers desiring to apply shall submit only electronic submissions, to be uploaded at: <https://ucf.bonfirehub.com/opportunities/9056>

1. a letter of interest
2. a copy of the Construction Management firm's current license from the appropriate governing board. All applicants must be licensed and insured to practice as General Contractors in the State of Florida at the time of application. Corporations must be

registered to operate in the State of Florida by the Department of State, Division of Corporations, at the time of application

3. a list of completed jobs over the last three (3) years, with contract value, contact name, and telephone number of the client
4. a completed Construction Management Supplement.

Pages must be numbered consecutively. Proposals must not exceed 40 pages single-sided, or 20 pages double-sided. Points will be deducted for proposals exceeding the 40-page limit.

Please upload the proposal as one (1) single file.

Detailed submissions instructions can be downloaded from the link shown above.

Applications that do not comply with all instructions may be disqualified.

Application materials will not be returned.

No oral communications shall be binding as a change to the Advertisement or Project Fact Sheet. Interpretation of the wording of this Project Fact Sheet shall be solely that of UCF and that interpretation shall be final. UCF may respond to questions deemed by the University to be material in nature.

It shall remain the responsibility of the firms participating in this solicitation to check the website regarding any addendums and Notice of Change.

As required by University of Central Florida Regulations 7.102.22, a Contractor 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 thirty six (36) months. The selected Contractor must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or contractor in excess of \$15,000.00 in connection with this project for a period of thirty six (36) months from the date of their being placed on the convicted vendor list.

## **SELECTION CRITERIA**

Proposals are to be organized using numerical divisions shown below. Firms will be evaluated on the following:

1. Information provided in the Construction Management Supplement.
2. **Past Performance.** Provide information on five (5) projects that are similar in size, complexity, and scope to what may be performed under the contract with UCF. Clearly articulate within each of the 5 projects information regarding:
  - a) similarity in size and complexity;
  - b) similarity in function;
  - c) initially scheduled substantial completion dates and actual substantial

- completion dates;
- d) original budget, final budget, and reasons for any differences;
- e) owner's contact information;
- f) date completed; and
- g) names of proposed team members who worked on each project and roles that the proposed team members played.

3. **Ability to Take on Additional Work.**

- a) Reflect your current workload and staffing.
- b) Describe how UCF's workload will be fulfilled.

4. **Experience and Ability.** Describe your firm's experience and ability with the following:

- a) constructing similar projects to that to be performed for UCF;
- b) working with public, higher education clients and their Standards and processes;
- c) knowledge and application of codes and compliance requirements;
- d) your experiences with cost estimating and control;
- e) completing projects on time and within budget.

5. **Bonding Capacity.** Provide a letter from your bonding company, reflecting your current bonding capacity and rating.

6. **Personnel.** Provide bios for the project executive/principal, superintendent, project manager, cost estimator, LEED AP, consultants, and any other personnel that you believe are critical to the success of the work to be performed. Also discuss the qualifications required of your workforce. It is important that you list the appropriate titles to the corresponding personnel in your proposal. If you have multiple LEED- certified members of your team, be sure to indicate who will be the LEED representative for the project.

7. **Construction Ability.** Describe your team's approach to understanding the Project's intent, goals, and objectives, and how you will ensure that the Owner's Project Requirements are met.

8. **References.** Provide contact information for three (3) professional references.

9. **Location.** Provide the address of your main office, and any regional/local offices, and provide details of what services and personnel you have at each location.

10. **Safety and Security.** Describe your policies, planning, and practices related to safety and security. Note: Criminal background checks, E-verification, drug-free workplace, and drug and alcohol testing verification must be provided by the continuing service Contractor for all employees and sub-contractors. Picture ID cards will be worn at all times workers are on the job.

11. **QA/QC.** Describe your firm's approach to Quality Assurance/Quality Control.

12. **SDVOSB and MWBE.** Describe how your firm employs and uses Service Disabled Veteran-

Owned Small Business (SDVOSB) and Minority and Women-Owned Business Enterprise (MWBE), and whether your firm is certified and by what agency.

**13. Conflict Avoidance and Resolution.** Describe your firm's practices to avoid and resolve conflict. Describe three (3) occasions when conflict occurred, and discuss how it was resolved.

**14. Job-specific Qualifications.**

- a. Describe your experience with complicated interior build-out projects. You may refer to specific projects listed in section 2 if applicable.
- b. Describe your experience in controlling costs in the current market conditions, which have extremely high levels of cost escalation.
- c. Describe how you will ensure robust sub-contractor participation in our current market conditions.

## **GENERAL INFORMATION**

1. All applicants will be notified of the results of the short-listing in writing. Finalists will be informed of the interview dates and times, and will be provided with additional project information, if available.

2. The Selection Committee will make a recommendation to the University president. 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.

3. UCF Team Members have elected not to meet with firms.