PROJECT DESCRIPTION

The project will consist of preconstruction and construction services for a new 58,000 GSF building, a second-floor bridge connector to existing building 150, façade/interior upgrades to building 150, and parking lot modifications to provide a net increase of 75-95 surface parking spots.

The total project cost will be approximately $60,000,000 for planning, design, permitting, construction, landscape/hardscape/irrigation, and furnishings and equipment with a construction cost of approximately $46,000,000 (includes cost of work, information technology, fees, bonds, insurance, contingency, and builder's risk). The project size, scope, and budget may be changed at UCF's discretion, and this project is subject to the availability of funding.

The contract for Construction Management services includes the development of a Guaranteed Maximum Price (GMP) at 100% Construction Documents, with possible Early Release Packages for schedule accelleration. If the GMP is accepted, the Construction Manager becomes the single point of responsibility for performance of the construction of the project. The selected Construction Manager is expected to work collaboratively with the architect during design to ensure that design options presented to the Owner remain on budget. Cost estimating services throughout design, including major drawing milestones, will be be included in the preconstruction fee.

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 https://www.fp.ucf.edu/resources/contract-documents/. 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.**

Construction Managers desiring to apply shall submit **only electronic submissions,** to be uploaded at: **https://ucf.bonfirehub.com/opportunities/227730** comprising:

A.   a letter of interest;
B.   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.

C. a completed Construction Management Qualifications Supplement (CMQS);
D. firm's Experience Modification Rate (EMR) for safety performance
E. narratives to address items listed in the Selection Criteria, as shown below

Please note that only ONE (1) file can be uploaded for the entire project submission.

Pages must be numbered consecutively. Proposals must not exceed 20 double-sided pages. Fonts must be a minimum size of 10 point font when printed full size. Points may be deducted for proposals exceeding the 20-page limit.

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 Section 287.133, Florida Statutes, a consultant 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 consultant must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

SELECTION CRITERIA

Companies will be evaluated on the following:

1. **Past Performance**. Provide information on five (5) projects that are similar in project type, size, cost, and scope to what may be performed under this contract with UCF. Projects that are submitted that are not relevant in project type, size, cost, and scope will receive no points. Clearly articulate within each of the 5 projects information regarding:
   a. similarity in project type, size, cost, and scope;
   b. owner's contact information (name, title, email, phone);
   c. names of proposed team members who worked on each project who will also be assigned to this project;
   d. representative pictures of the project;
   e. construction duration (month/year of construction start, month/year of owner occupancy, and month/year of final completion); indicate if the project was completed ahead of schedule, on schedule, or behind schedule;
   f. owner's original construction cost budget, construction cost at time of GMP, and final construction cost at final completion (include the value of all owner direct

purchases in the final completion cost); explain any discrepancies due to owner added scope, unforeseen conditions, errors/omissions, etc.; and

     g. CM fee percentage.

2. **Experience and Ability.** Describe your firm's experience and ability:

    a. working with higher education clients (including their standards, project management software, etc.);

    b. working proactively and collaboratively during preconstruction/estimating to deliver on-budget projects; use examples from the five Past Performance projects listed above;

    c. ensuring that project commissioning is fully completed at owner occupancy (including controls, test and balance, system graphics, etc.);

    d. ensuring that you achieve wide subcontractor bid participation

3. **Personnel.** Describe your proposed staffing plan for this project. Explain how many people and what roles are necessary for a project of this size. Explain if these people are fully dedicated to the project or are spread across multiple jobs. If spread across multiple jobs, describe what percentage of their time will be spent on our project.

   Provide bios for the following design team members, clearly indicating their overall years of experience, experience with this project type, education, and licenses/certifications/credentials:

    a) Project Executive;

    b) Pre-Construction Estimator;

    c) Project Manager;

    d) Superintendent;

4. **References.** Provide three (3) professional reference letters from the five (5) completed projects listed in section 1. References letters should speak to the CM's performance on the specific project worked on for that Owner. References may not be from UCF projects or personnel.

5. **Location.** Provide the address of your main office and any regional/local offices you have. Provide details of what services and personnel you have at each location. Indicate which office this project will be managed from.

6. **Conclusion**. Describe what differentiates your team from your competition and what uniquely qualifies your company for this work.

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 has elected not to meet with potential applicants prior to submittals.

3. 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.

4. Note that shortlisted firms will be asked to submit a draft general condition (staffing plan), general requirements, labor burden, and proposed CM fee percentage for the project, which will be considered as part of the final selection.