

**PROJECT FACT SHEET
UCF-614 WATER TREATMENT PLANT
ENGINEERING SERVICES**

PROJECT DESCRIPTION

The University of Central Florida is seeking a professional Engineer to lead design efforts related to the planning, design, and construction administration of the new Water Treatment Plant (WTP) along Ara Drive, and decommissioning of the existing WTP along Gemini Drive.

The total project cost is expected to be approximately \$24M, with a construction cost of approximately \$20M. The project size, scope, and budget may be changed at UCF's discretion, and this project is subject to the availability of funding.

All firms applying must be licensed Engineers in the State of Florida by the Florida Department of Business and Professional Regulation at the time of application and, if a Corporation, registered to operate in the State of Florida by the Department of State, Division of Corporations. Blanket professional liability insurance will be required for this project in the amount of \$2,000,000 and will be provided as a part of Basic Services. Basic Services fee calculations will use the DMS fee curve as a maximum, and the Basic Service fee will include all services listed on the UCF "Basic and Additional Services for Major and Minor Projects" policy, found at this link:

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

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.**

Engineers desiring to apply shall submit **only electronic submissions**, to be uploaded at:

<https://ucf.bonfirehub.com/opportunities/177736> comprising:

- A. a letter of interest;
- B. a copy of the firm's current Professional Registration Certificates from the appropriate governing board; (An applicant must be properly registered at the time of application 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);
- C. a completed Professional Qualifications Supplement (PQS);

D. 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 30 (excludes cover page and tabs). Points may be deducted for proposals exceeding the 30-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 Planning, Design and Construction website (<https://www.fp.ucf.edu/vendors/current-advertisements/>) regarding any addendums and Notice of Change.

The plans and specifications for the Florida Board of Education projects are subject to reuse, in accordance with the provisions of Section 287.055, Florida Statutes.

As required by University of Central Florida Regulation 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

Companies will be evaluated on the following criteria. Proposals must be submitted using this numbering format (points may be deducted for not following this numbering format):

- 1. Past Performance.** Provide information on three (3) recent water production facility projects for the treatment of groundwater, within the past ten (10) years of similar size and scope to what may be performed under this contract with UCF. Projects that are submitted that are not relevant in project type, size, and scope will receive no points. Clearly articulate within each of the 3 projects information regarding:
 - a) similarity in project type, size, and scope;
 - b) design start and design completion dates (month and year);
 - c) construction start and construction completion dates (month and year);

- d) original construction cost budget at start of design; final construction cost at project completion (include owner added scope and owner direct purchases); explain any discrepancies;
- e) owner's contact information;
- f) names of design team members who worked on the project, who are also proposed team members for this project; and
- g) include representative pictures of the project.

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

- a) provide experience with regulatory agencies, identifying specific agencies and the items being addressed, including construction permitting, water use permitting, consent orders, consultation, governing regulations, and other related activities.
- b) provide a matrix showing the capabilities listed above versus each proposed team member indicating their personal experience;
- c) providing accurate internal construction cost estimates (not from a construction manager or third-party cost estimator) at the completion of each design phase. Provide a recent project example (project may be from section 1) that was designed and built to the owner's original budget; provide an example of a schematic design cost estimate (1-page maximum) to demonstrate the level of detail provided. Describe the key strategies used to keep the project on budget.

3. Personnel. Provide bios for the following team members, clearly indicating their education; relevant experience in projects of this type, size, and scope; and licenses/certifications/credentials:

- a) Project Executive/Principal
- b) Engineer of Record
- c) Project Manager
- d) Architect of Record
- e) Environmental Engineer (fee will be part of Basic Services)
- f) Chemical Engineer (fee will be part of Basic Services)
- g) Cost Estimator (fee will be part of Basic Services)
- h) Civil Engineer of Record (fee will be part of Basic Services)
- i) Electrical Engineer of Record (fee will be part of Basic Services)

4. References. Provide up to three (3) professional reference letters from the three (3) completed projects listed in section 1. Reference letters should describe your performance on the projects. References may not be from UCF 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.

6. Job specific Questions

- a) Describe your experience in engineering design services for the water production facility.
- b) Demonstrate the firm's knowledge of the permitting process, as well as local agencies, including, but not limited to SJRWMD, FDEP, and UCF.
- c) Describe what differentiates your team from your competition.

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. At the time of the interview, shortlisted firms must provide their design fee (including all basic services, additional services, and sub-consultant fees – not to exceed the DMS fee curve) – this fee may be considered in the final selection of the design team.
3. The Selection Committee will make a recommendation to the University President. All finalists will be notified in writing of the President's action.