

DEPARTMENT OF EDUCATION

Florida Agricultural and Mechanical University

NOTICE TO PROFESSIONAL CONSULTANTS

**Florida A&M University (FAMU) announces that Professional Services in the discipline of Construction management and Professional Services in the discipline of Architecture**

**Florida A&M University (FAMU) announces that Professional Services in the discipline of Architecture** will be required for the following projects:

1. **Howard Hall Replacement**
2. **Chemical and Biological Research Laboratory Center.**

The selected firm for each project will provide design, construction documents and construction administration for the referenced projects. Blanket professional liability insurance will be required for these projects in the range amount of \$1,000,000.00 and will be provided as a part of Basic Services. A copy of the Project FACT Sheet can be obtained by contacting Craig Talton, Interim Executive Director of Facilities, Planning, Construction, and Safety, 2400 Wahnish Way, Suite 100, Tallahassee, Florida 32307, phone: (850)412-7509, fax:(850)561-2289, email: [craig.talton@famuedu](mailto:craig.talton@famuedu). Craig Talton, Interim Executive Director.

**Project Breakdown Descriptions:**

**Howard Hall:** The selected Professional will be tasked with replacing this facility under the Educational Plant Survey Exception Procedure. The existing building includes: Classroom – 1294 NASF, Study – 398 NASF, Auditorium – 4,286 NASF, and Office – 3,076 NASF. The Army ROTC program has been a foundational program at FAMU since 1948 and has produced over thousands of Officers for the Armed Forces. It cannot be understated that current issues with the building inhibit learning, recruitment, and retention for the ROTC program. Despite being located

next to the Chiller/Heat plant, the ROTC building operates on inefficient window units for HVAC. Students and employees are often unable to focus due to extreme temperatures in the building. Outdated plumbing and electrical fixtures require constant maintenance. The lack of adequate shower facilities for the Cadets is inhibitive as well. Many Cadets spend 8 hours a day at the building, transitioning from physical training to tactical training to professional instruction. The demands of Army life necessitate a facility with functioning shower/locker space. The ROTC building is not ADA compliant. There is no elevator or other lift to bring disabled students or Veterans to the second floor where the offices and auditorium are located. The bathrooms and fountains cannot be accessed by wheelchairs. Additionally, the sidewalks and doors will not allow for wheelchair access. The auditorium is a functional space which is not used for events due to the inability to provide access to the elderly relatives or friends of the students who may wish to attend ROTC events. The interior of the building is likewise unattractive and outdated. Many other programs throughout Florida have recently updated their ROTC facilities, so the lack of a modern facility at FAMU makes it harder to attract the best Scholar Athlete Leaders (SALs), who often are able to come to the University with 3 or 4-year national scholarships. This project supports the following University Strategic Goals: Goal 1.1: Enhance access to the University; Goal 1.2: Continuous enhancement and assessment of the student experience; Goal 2.2: Enhance and assess employees' experiences; Goal 2.2: Enhance and assess employees' experiences; Goal 4.3: Enhance the services provided to local, state, and national communities; Goal 5.1: Produce diverse and culturally astute graduates for the global workforce

**Chemical and Biological Research Laboratory Center:** The Chemical and Biological Research Laboratory Center project will provide support to convert existing vacant space in the New Pharmacy Building into research laboratory space. The research space will be used to facilitate interdisciplinary research conducted by faculty, students and staff in STEM and health-related disciplines. The space will expand the University's research infrastructure, leading to: a) an increased number of graduates at the undergraduate and graduate levels in Programs of Strategic Emphasis; b) an increase in research productivity, including STEM grant awards and research expenditures; and c) enhanced competitive of graduates for employment in high-need STEM disciplines. It is estimated that completion of the last two floors of Pharmacy Phase II will adequately satisfy the current space needs of the COPPS to

carry out teaching and research goals consistent with FAMU's strategic initiatives. This space will be renovated to house these departments from Dyson Pharmacy Building that is Survey Recommended to be Demolished.

### **INSTRUCTIONS:**

Firms desiring to apply for consideration shall submit a letter of application. The letter of application should be attached:

1. A completed "Florida A&M University Professional Qualifications Supplement. Applications on any other form may not be considered. Selection of finalists for an interview will be made on the basis of professional qualifications, including experience and ability, past experience; design ability, the volume of work, and distance from the project.
2. A copy of the applicant's current Professional Registration Certificate 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.

Submit One (1) Electronic copy of the above-requested data bound in the order listed above. Applications which do not comply with the above instructions may be disqualified. Application materials will not be returned. Plans and specifications for the State of Florida University projects are subject to reuse in accordance with the provisions of Section 287.055, Florida Statutes. 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 excess of \$10,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

The FAMU Professional Qualifications Supplement and the Project Fact Sheet are available by contacting the University's **Point of Contact** for this project (Craig Talton, Interim Executive Director of Facilities, Planning, Construction, and Safety, 2400 Wahnish Way, Suite 100, Tallahassee, Florida 32307, phone: (850)412-7509, fax:(850)561-2289, email: [craig.talton@famu.edu](mailto:craig.talton@famu.edu). From the date of issuance of this Notice, until a final selection of a consultant is made or a notice of cancellation

is posted, the consultant must not make available or discuss its proposal, or any part thereof, with any member of the Selection Committee, unless permitted by the Sole Point of Contact, in writing, for purposes of clarification only, as set forth herein. Any individual associated with a consultant who contacts members of the Selection Committee regarding any aspect of this project, whether such contact be in person, by telephone, or through electronic or written correspondence, may be determined to have violated the terms and conditions of this solicitation. If that determination is made, any proposal received from such an individual OR their company may be rejected as non-responsive and not subject to evaluation. If there are any changes or additions to the Sole Point of Contact information at any time in the process, participating consultants will be notified via an addendum to the Notice.

Questions regarding the Notice and/or process should be submitted via fax or email to the Point of Contact. No oral communications shall be considered as a change to the Notice. FAMU may respond to questions deemed by the University to be material in nature via a written addendum to the Notice. Interpretation of the wording of this document shall be the responsibility of the FAMU and that interpretation shall be final.

All postings referred to in this Notice will be posted electronically on the Florida Administrative Code and Florida Administrative Register website. [Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking \(flrules.org\)](http://www.flrules.org) (click on Advanced Search tab, check box labeled “Search in the Florida Administrative Register” and type in “FAMU” in the “Keywords for Test Search” box.) and FAMU Office of Procurement website at

<https://www.famu.edu/administration/division-of-finance-and-administration/office-of-operational-effectiveness-and-procurement-services/solicitations.php>

<https://www.flrules.org/>

At all times it shall remain the responsibility of the consultants participating in this solicitation to check the postings at our office and/or the Florida Administrative website. No further notice will be given.

One (1) electronic set of the required proposal data shall be submitted via email to [craig.talton@famu.edu](mailto:craig.talton@famu.edu) of Facilities Planning & Construction and by 2:00 P.M. local time, on **November 10th, 2023**. Facsimile (FAX) submittals *are not* acceptable and *will not* be considered.

**Florida A&M University (FAMU) announces that Professional Services in the discipline of Construction management** will be required for the following projects:

- 1. Howard Hall Replacement**
- 2. Chemical and Biological Research Laboratory Center.**

The selected firm for each project will provide for the referenced projects. Blanket professional liability insurance will be required for these projects in the range amount of \$1,000,000.00 and will be provided as a part of Basic Services. A copy of the Project FACT Sheet can be obtained by contacting Craig Talton, Interim Executive Director of Facilities Planning and Construction, 2400 Wahnish Way, Suite 100, Tallahassee, Florida 32307, phone: (850)412-7509, fax: (850)561-2289, email: [craig.talton@famuedu](mailto:craig.talton@famuedu). Craig Talton, Interim Executive Director. A brief description of the project is as follows:

**Project breakdown description:**

**Howard Hall:** The selected Construction Management team will be tasked with replacing this facility under the Educational Plant Survey Exception Procedure. The existing building includes: Classroom – 1294 NASF, Study – 398 NASF, Auditorium – 4,286 NASF, and Office – 3,076 NASF. The Army ROTC program has been a foundational program at FAMU since 1948 and has produced over thousands of Officers for the Armed Forces. It cannot be understated that current issues with the building inhibit learning, recruitment, and retention for the ROTC program. Despite being located next to the Chiller/Heat plant, the ROTC building operates on inefficient window units for HVAC. Students and employees are often unable to focus due to extreme temperatures in the building. Outdated plumbing and electrical fixtures require constant maintenance. The lack of adequate shower facilities for the Cadets is inhibitive as well. Many Cadets spend 8 hours a day at the building, transitioning from physical training to tactical training to professional instruction. The demands of Army life necessitate a facility with functioning shower/locker space. The ROTC building is not ADA compliant. There is no elevator or other lift to bring disabled students or Veterans to the second floor where the offices and auditorium are located. The bathrooms and fountains cannot be accessed by wheelchairs. Additionally, the sidewalks and doors will not allow for

wheelchair access. The auditorium is a functional space which is not used for events due to the inability to provide access to the elderly relatives or friends of the students who may wish to attend ROTC events. The interior of the building is likewise unattractive and outdated. Many other programs throughout Florida have recently updated their ROTC facilities, so the lack of a modern facility at FAMU makes it harder to attract the best Scholar Athlete Leaders (SALs), who often are able to come to the University with 3 or 4-year national scholarships. This project supports the following University Strategic Goals: Goal 1.1: Enhance access to the University; Goal 1.2: Continuous enhancement and assessment of the student experience; Goal 2.2: Enhance and assess employees' experiences; Goal 4.3: Enhance the services provided to local, state, and national communities; Goal 5.1: Produce diverse and culturally astute graduates for the global workforce

**Chemical and Biological Research Laboratory Center:** The Chemical and Biological Research Laboratory Center project will provide support to convert existing vacant space in the New Pharmacy Building into research laboratory space. The research space will be used to facilitate interdisciplinary research conducted by faculty, students and staff in STEM and health-related disciplines. The space will expand the University's research infrastructure, leading to: a) an increased number of graduates at the undergraduate and graduate levels in Programs of Strategic Emphasis; b) an increase in research productivity, including STEM grant awards and research expenditures; and c) enhanced competitive of graduates for employment in high-need STEM disciplines. It is estimated that completion of the last two floors of Pharmacy Phase II will adequately satisfy the current space needs of the COPPS to carry out teaching and research goals consistent with FAMU's strategic initiatives. This space will be renovated to house these departments from Dyson Pharmacy Building that is Survey Recommended to be Demolished.

#### **INSTRUCTIONS:**

The university's Sole Point of Contact for this project Craig Talton, Interim Executive Director, Office of Facilities Planning, Construction and Safety (phone: (850)412-7509 and email [craig.talton@famu.edu](mailto:craig.talton@famu.edu)). From the date of issuance of this Notice until a final selection of a Construction Manager is made or a notice of cancellation is posted, the Construction Manager must not make available or discuss its proposal, or any part thereof, with any member of the Selection

Committee, unless permitted by the Sole Point of Contact, in writing, for purposes of clarification only, as set forth herein. Any individual associated with a Construction Manager who contacts members of the Selection Committee regarding any aspect of this project, whether such contact is in person, by telephone, or through electronic or written correspondence, may be determined to have violated the terms and conditions of this solicitation. If that determination is made, any proposal received from such an individual OR their company may be rejected as non-responsive and not subject to evaluation. If there are any changes or additions to the Sole Point of Contact information at any time in the process, participating Construction Managers will be notified via an addendum to the Notice.

Questions regarding the Notice and/or process should be submitted by email to the Sole Point of Contact. No oral communications shall be considered as a change to the Notice. FAMU may respond to questions deemed by the University to be material in nature via a written addendum to the Notice. Interpretation of the wording of this document shall be the responsibility of FAMU and that interpretation shall be final.

All postings referred to in this Notice will be posted electronically on the Florida Administrative Code and Florida Administrative Register website. [Florida Administrative Rules, Law, Code, Register - FAC, FAR, eRulemaking \(flrules.org\)](http://www.flrules.org) (click on Advanced Search tab, check box labeled “Search in the Florida Administrative Register” and type in “FAMU” in the “Keywords for Test Search” box.) and FAMU Office of Procurement website at

<https://www.famu.edu/administration/division-of-finance-and-administration/office-of-operational-effectiveness-and-procurement-services/solicitations.php>

<https://www.flrules.org/>

At all times it shall remain the responsibility of the consultants participating in this solicitation to check the postings at our office and/or the Purchasing Department in the POM Building B. No further notice will be given.

The Selection Committee may reject all proposals and stop the selection process at any time. The Construction Manager shall have no ownership, entrepreneurial or financial affiliation with the selected architect/engineer involved with current or future University projects.

Firms desiring to provide Construction Management services for the project shall submit a letter of application and a completed “Florida A&M University Construction Manager Qualification Supplement” (FAMU-CM-PQS Revised 2-8-2019). Proposals must not exceed 40 pages, including the Construction Manager Qualifications Supplement and letter of application. Pages must be numbered consecutively. Submittals that do not comply with these requirements or do not include the requested data will not be considered. No submittal material will be returned.

All applicants must be licensed 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. As required by Section 287.133, Florida Statutes, a Construction Management firm 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 Construction Management firm must warrant that it will neither utilize the services of, nor contract with, any supplier, subcontractor, or consultant in excess of \$35,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

An electronic submission of the required proposal data shall be submitted via email to [craig.talton@famu.edu](mailto:craig.talton@famu.edu) of Facilities Planning & Construction and copy to [purchasing@famu.edu](mailto:purchasing@famu.edu) of the Office of Procurement Services Before **November 10th, 2023, @ 2:00 p.m.** We will not be accepting hard copies. Facsimile (FAX) submittals are not acceptable and will not be considered.