

Verify that funds have been released for Construction Manager Fees
Complete **Consultant Advertisement Checklist**

FACILITIES MANAGEMENT

CONSULTANT ADVERTISEMENT CHECKLIST -CM

PROJECT NO: _____

PROJECT TITLE: _____

DIRECTOR OF DESIGN & CONSTRUCTION SERVICES (DCS)

- _____ 1. Publication provides 30 days notice to public (if construction cost exceeds \$7million advertisement must run for 40 days)
- _____ 2. Construction Cost: \$ _____
- _____ 3. Electronic Advertisement to FAW prepared
- _____ 4. Construction Management is the delivery method identified in the program
- _____ 5. Approved COIP identifies Construction Manager Fee
- _____ 6. Project fact sheet consistent with approved Program
- _____ 7. Project construction cost is consistent with COIP
- _____ 8. Release for Professional Services (testing, survey, etc.)
(has been requested _____), (is authorized _____)

ASSOCIATE VICE PRESIDENT

- _____ 9. Approval/Exception is given to item # _____ for not being consistent with procedure

COMMENTS: _____

NOTICE TO CONSTRUCTION MANAGERS

Florida Atlantic University, on behalf of its Board of Trustees, announces that Construction Management services will be required for the project listed below:

Project No.: BT#_____

Located on Florida Atlantic University's _____ campus, the project consists of site development and construction of_____.

The project shall be handicap accessible. Total construction budget is approximately \$_____.

Selection of finalists for interviews will be made on the basis of Construction Manager qualifications, including experience and ability; past experience; bonding capacity; record-keeping, administrative ability, critical path scheduling expertise; cost estimating; cost control ability; quality control capability; qualification of the firm's personnel, and staff and consultants. Finalist may request a copy of the standard Florida Atlantic University Agreement Between Owner and Construction Management.

The approved FAU Facilities Program is

All postings referred to in this Notice will be posted electronically on the FAU Facilities website: <http://wise.fau.edu/facilities/uavp/AE-CM-advertise-home.php>. At all times it shall remain the responsibility of the Construction Manager participating in this solicitation to check the website for postings of addenda, short lists, and award decisions. No further notice will be given.

The Selection Committee may reject all proposals and stop the selection process at anytime. The Construction Manager shall have no ownership, entrepreneurial or financial affiliation with the selected architect/engineer involved with this project.

Firms desiring to provide Construction Management services for the project shall submit a letter of application and a completed

(FAUCMPQS Revised January 2004). 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 \$15,000.00 in connection with this project for a period of 36 months from the date of their being placed on the convicted vendor list.

Five (5) bound sets of the required proposal data shall be submitted and addressed to: the Director, Design & Construction Services, Florida Atlantic University, 777 Glades Road, Campus Operations Building #69-Room 107, Boca Raton, Florida 33431 by _____ p.m. on _____. Facsimile (FAX) and/or scanned submittals **are not** acceptable and will **NOT** be considered.

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