

**FRANCIS MARION UNIVERSITY
Environmental Sciences/Forestry Building -
Construction
State Project No. H18-9592-PD**

**Request to Short-listed
Firms Only**

**Request for
Proposals and
Interview**

To provide

**Design-Build
Services**

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1. Preliminary Considerations

1.1. Owner's Design Requirements and Considerations. This information is incorporated into the RFP as Exhibit C.

1.2. Technically Superior Proposal Final selection of the Design-Build firm for this project shall be made using the Technically Superior Proposal method. After the technical proposals, the interview and the price proposal from each Offeror have been evaluated, based on the criteria established in paragraph 2.2.1., the ranking of the short-listed firms will be determined. The price proposal will provide part of the basis for the initial negotiations subsequently conducted with the highest ranked Offeror. If negotiations with the highest ranked Offeror are not successful, the Owner will then invite the second-ranked firm to negotiate, and so on. Once the successful firm and the Contract Price are agreed upon and after the protest period is over, the Owner will award a Design-Build services contract.

1.2.1. The price proposals are to include the total cost of the project including fees, design, overhead, profit, and construction cost. The price proposal shall be conveyed in the form of a stipulated lump sum price. The proposal price may become the Contracted Price, or negotiations may occur that would result in a Contracted Price that is different from the proposed price. Any cost savings between the proposed lump sum price and the Contracted Price will accrue to the Owner. Once a contract is signed, any revisions to the Contract Price are to be based on cost reductions only, unless the Owner modifies the scope of work. Any savings as a result of "value engineering," final design pricing from vendors and subcontractors, etc. will result in a shared savings between the Owner and the Design-Build firm. The percentage of that sharing between the Owner and the Design-Build firm will be negotiated prior to entering a contract.

1.2.2. According to South Carolina Code of Laws Section 11-35-1830, the Offeror "shall certify that to the best of his knowledge or belief, the cost or pricing data submitted is accurate, complete and current". Each short-listed firm that submits a price proposal shall, by its submission, acknowledge this requirement.

1.2.3. CLARIFICATION (NOV 2007): Pursuant to §Section 11-35-1520(8), the Procurement Officer may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with Offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation. [South Carolina Code of Laws Section 11-35-1520(8); South Carolina Code of Regulations Chapter 19-445.2080.]

1.2.4. DISCUSSIONS & NOGOTIATIONS (NOV 2007): Submit your best terms from a cost or price and from a technical standpoint. Your proposal may be evaluated and your offer accepted without any discussions, negotiations, or prior notice. Ordinarily, non-responsive proposals will be rejected outright. Nevertheless, the State may elect to conduct discussions, including the possibility of limited proposal revisions, but only for those proposals reasonably susceptible of being selected for award. If improper revisions are submitted, the State may elect to consider only your unrevised initial proposal. [11-35-1530(6); R.19-445.2095(I)] The State may also elect to conduct negotiations, beginning with the highest ranked Offeror, or seek best and final offers, as provided in Section 11-35-1530(8). If negotiations are conducted, the State may elect to disregard the negotiations and accept your original proposal.

2. Written Technical Proposal—Submission Format and Requirements (Response to Request for Proposal or "RFP")

2.1. Physical Submittal The short-listed firms are asked to submit proposals describing their ideas and approach to the present project. The format shall be according to the order listed below.

2.1.1. Six (6) paper copies of the proposal shall be submitted. Each submittal set shall be identical and include a transmittal (cover) letter. The transmittal letter will not count toward the page limit. Responses should be concise, clear, and relevant. Submitter's cost incurred in responding to this RFP is submitter's alone. The Owner does not accept liability for any such costs.

2.1.2. Responses are limited to eighty (80) printed pages (may be fewer) using a minimum of a 10-point font. Submitted document shall be 8½" x 11" in surface area, not including its binder. If, however, the proposer needs a larger area on several pages to illustrate design ideas, it is acceptable to include larger paper (11" x 17") that is folded into the 8½" x 11" submittal. Pages should be numbered consecutively. A table of contents, with corresponding tabs in the body of the proposal, must be included as well to identify each section. Placing multiple tabs on the same page is perfectly acceptable. If more than one item in the table of contents can be started on a single page, you may do so and place all corresponding tabs on that page. Any affidavits, certifications, or signed statements called for may be included in an appendix and will not count toward the page limit. Responses exceeding the 80-page minimum will not be viewed favorably by the Selection Committee.

2.1.3. The deadline for submissions to the RFP is July 30, 2024, by 2:00 PM EST. This is a firm deadline. The Owner is not responsible for the proper or timely delivery of submittals. Failure to meet the deadline for receipt of submittals will result in rejection of the submittal. Submittals received after the deadline will not be considered whether delayed in transit or for any other cause whatsoever. Each firm is solely responsible for the accuracy and completeness of its submittal. Errors and omissions may constitute grounds for rejection.

2.1.4. A firm should deliver its technical proposal in a sealed package. The name and address of the firm should appear on the outside of the package, and the package should reference the project; i.e., "RFP for Design-Build Services, Environmental Sciences/Forestry Building-Construction, State Project No. H18-9592-PD." **Do not include your price proposal in the submission.**

2.1.5. Submit technical proposal only (no price proposal) to the following address:

Lee Capotosti, Project Manager
Francis Marion University
4822 East Palmetto Street
Florence, SC 29506

2.1.6. A pre-proposal conference for the RFP will be conducted on June 25, 2024 at 2:00 PM EST. The pre-proposal will be held in the Lee Nursing Building, Room 137. **As part of the pre-proposal conference, a site visit will be conducted for the short-listed firms that wish to see the site. Separate site visits for individual firms will not be conducted.**

2.1.7. Short-listed firms shall only contact the Francis Marion Project Manager listed below to answer questions related to this RFP. All questions must be submitted in writing via e-mail to the following:

Lee Capotosti, Project Manager
E-mail: lee.capotosti@fmarion.edu

All questions should arrive in the project manager's Inbox no later than 2:00 PM EST, July 02, 2024. This is a firm deadline. The questions and the Owner's responses will be posted to the Francis Marion website at <https://www.fmarion.edu/facilitiesmanagement/> no later than 2:00 PM EST, July 11, 2024. Firms must **not** contact any Selection Committee members prior to the interview and until after a contract is executed.

2.1.8. The Owner intends to limit the cost that proposers incur to respond to this solicitation. Therefore,

proposers are encouraged to be brief and succinct. By this time on the selection process, the Owner will have firms' qualifications statements. Therefore, firms should devote most of their allotted space in the written proposal, and time in the interview presentation, to their creative ideas and special qualifications pertinent to the present project. Thick volumes of background and general marketing material are not desired. Instead, a firm should highlight its responsiveness to the evaluation criteria and its understanding of this project's requirements and the Owner's goals. If there are multiple firms proposed as one team, each component firm should describe its own relevant experience.

2.2. Evaluation of Short-listed Firms.

2.2.1. Evaluative Criteria – The Selection Committee will evaluate the content of the written technical proposal, the interview and the price proposal based upon the criteria listed in the table below. Each major category of criteria is listed in order of importance. The evaluation of each firm will be based upon consideration of the demonstrated qualifications and the capabilities of the proposers. Absent modification by addendum, factors to be considered in the evaluation will be limited to the following:

Major Category	Criteria Summaries
Demonstrated Compliance with the Design Requirements	<ul style="list-style-type: none"> • Design-Builder's interpretation of the supplied conceptual design and programming information, particularly pertaining to: <ul style="list-style-type: none"> * Building Design Guidelines * Building Design and Function * Design Functionality
Offeror Qualifications	<ul style="list-style-type: none"> • Specific experience of the proposed project team on similar projects utilizing the Design/Build project delivery method, including specific details on the predesign, design, preconstruction, and construction phase services provided.
Financial Capacity	<ul style="list-style-type: none"> • The Design-Build firms financial stability
Project Schedule	<ul style="list-style-type: none"> • The Design-Build firms should demonstrate their ability to meet the projects schedule.
Price Proposal	<ul style="list-style-type: none"> • The Design-Build firm's price deviation from the construction budget of \$15 million. • The Design-Build firm's price relative to the scope of work described in the RFP • The Design-Build firm's price for features, accents, improvements beyond the scope described in the RFP
Depth of Resources and Personnel Capability with Relevant Experience	<ul style="list-style-type: none"> • Depth of resources with experience and ability of the Architects/Engineers/Consultants in the professional design role • Depth of resources with experience and ability of the Builder to include: Project Manager, Superintendent, Cost Estimator, Scheduler, Project Executive, etc.
Responsiveness of Submittal	<ul style="list-style-type: none"> • Extent to which the Design/Build firm followed the requirements of the RFP

References

- Quality of the Design-Build firm's references
- The breadth of the References (Owners, Users, Maintenance Personnel)

Proposers must submit evidence of their abilities and provide complete, thorough, and comprehensive responses and information for each of the criteria above, as elaborated below.

The proposal submittal from short-listed firms should contain responses to the following and in the order shown:

2.2.2. Demonstrated Compliance with the Design Requirements

a. Describe how your firm will address the Owner's design requirements identified in Exhibit C of this document. Identify challenges with archiving the requirements and how you plan to overcome those challenges.

2.2.3. Project Approach

a. Will your approach be designer-led team or constructor-led team? What difference does it make?

b. Describe roles and responsibilities in the Design-Build delivery method during the main project phases. Describe your commitment to these.

c. Describe how your firm would assist the Owner in assuring participation by local contractors. Include examples of other projects where you have been successful in meeting similar goals.

d. Provide a Minority Business Utilization Plan that details your firm's efforts for achieving the minimum objectives as set forth in the RFQ. Each Plan should address efforts at outreach to the minority community to make them aware of specific business and work opportunities, including second- and third-tier participation.

e. Describe your process to settle upon a Contract Price.

f. Discuss your ability to get bonding for the project.

2.2.4. Qualifications and Experience of Proposed Project Team.

a. Describe your firm's proposed organization for the Design-Build team. Your synopsis should provide an organizational chart showing the lines of responsibility and accountability. Please designate the specific people to fill the following key roles on your team:

- Designer of Record
- Other Project Architects
- Project Engineers
- Superintendent
- Project Manager
- Preconstruction Services Manager
- Project Director
- Cost Estimator
- Project Executive

- Other (please describe, if applicable)
 - b. Please identify the person who, *from project start to finish*, will be the leader of your project team and the principal point of contact between your firm and the Owner. This person's competence, leadership, and ability to achieve customer satisfaction will be heavily considered in the selection of a Design-Build firm. Provide detailed information on this person's qualifications and the direction, authority, and management tools that you will provide him or her.

2.2.5. Management Plan

- a. Describe your process for efficiently resolving issues and maintaining project commitments, working collaboratively with the Owners.
- b. Provide your detailed scope management plan for incorporating and protecting approved project components.
- c. Provide your detailed schedule management plan for this project during design and construction. Describe systems and procedures your firm uses to manage the project schedule. Describe alternatives that may be explored to shorten the schedule.
- d. Provide your detailed cost management plan for controlling costs on this project within the stated cost limitation during design and construction. Describe your systems and procedures for controlling costs during design and construction.
- e. Provide your quality assurance plan for this project. Describe your firm's approach for validating compliance with the construction documents. Explain your process for ensuring quality workmanship.
- f. Provide your detailed subcontractor management plan, including contract document compliance procedures, project accounting procedures, and issue resolution.
- g. Provide specific examples demonstrating your ability to communicate to solve complex project issues without compromising your team commitments.
- h. Provide your detailed change management plan for managing cost and schedule exposures within the stated limitations.
- i. Provide your closeout management plan for this project. Describe your systems and procedures for your closeout plan.

2.2.6. References

- a. If your firm has additional references that were not provided in your qualification submittal, provide them now, along with a brief statement about the relevance of each reference. **It is the proposer's responsibility to ensure that they have listed a current contact with a correct phone number.** Include project-specific references and contact information for the following team members:
 - Designer of Record
 - Project Manager

2.3. Additional Conditions.

2.3.1. The Selection Committee intends to interview all short-listed firms. Nevertheless, it is possible, although not anticipated, that the review of a technical proposal from a firm might convince the Selection Committee that a short-listed firm is not appropriate for this project after all. Therefore, the Selection Committee will issue formal invitations to interview, leaving open the possibility that a short-listed firm might not continue in the competition past submittal of its technical proposal.

2.3.2. WITHDRAWAL OF RFP: The Owner reserves the right to withdraw this RFP or to reject any and all submittals at any time and cancel the project if, in the sole discretion of the Owner, continuation is deemed not to be in the best interest of Francis Marion University or the State of South Carolina.

2.3.3. REJECTION OF SUBMITTALS: In addition to the Owner's general right to reject all submittals, a submittal may be rejected if the submittal contains false or misleading statements or references that, in the sole judgment of the Selection Committee, do not support an attribute or condition contended by the firm and, in the sole judgment of the Selection Committee, such statements were intended to mislead the Selection Committee in its evaluation of the submittal.

2.3.4. PROPOSAL ACCEPTANCE: The Selection Committee's identification of an apparent successful firm does not necessarily mean the Selection Committee accepts all aspects of the firm's submittal or proposal.

2.3.5. MINOR IRREGULARITIES AND REJECTION OF SUBMITTALS: The Selection Committee reserves the right, in its sole discretion, to waive minor irregularities and to reject any or all submittals.

2.3.6. USE OF PROPOSALS: All submittals, together with any supporting material submitted by the firm, become the property of the Owner and may be retained, destroyed, or otherwise disposed of at the convenience of the Owner. All submittals, if retained by the Owner, become a matter of public record when final negotiations are completed. The submittal received from the selected firm will become part of the agreement reached by the Owners and the firm.

2.3.7. FOIA REQUEST: Access to another firm's submittals, after a contract award, is limited to the information that is subject to a FOIA request.

2.3.8. USE OF IDEAS OR CONCEPTS: By providing a submittal, each firm agrees that Francis Marion University will have the right to use any or all ideas or concepts presented in any submittal without restriction and without compensation to the firm.

2.3.9. COSTS TO PREPARE PROPOSALS: The Owners assume no responsibility or obligation to the respondents and will make no payment for any costs associated with the preparation or submission of proposals.

2.3.10. REFERENCES: The Owners reserve the right to check references of proposed personnel on the project team and to request substitutions if it deems such action in the Owners' best interests. Moreover, the Owner reserves the right to check any reference given by the proposer.

2.3.11. Confidentiality of Documents: Upon receipt of a proposal by the Owner, the proposal shall become the property of the Owner without compensation to the proponent for disposition or usage by the Owner at its discretion. Subject to the provisions of the Freedom of Information Act, the details of the proposal documents will remain confidential until final award.

2.3.12. Equal Employment Opportunity: During the performance of this Contract, the Design-Builder agrees as follows: The Design-Builder will not discriminate against any employee or applicant for employment because of race, creed, color, sex, age, national origin, place of birth, or physical handicap. Design-Builder must have a history of being non-discriminating and will not discriminate on the basis of race, creed, color, sex, or national origin in any of its employment practices, or procurement practices with respect to the workforce of the firm, or procurement services in connection with this project. An affirmative action plan must be maintained for both work force and procurement practices.

2.3.13. Francis Marion University embraces diversity in all aspects of its function, including use of minority businesses, vendors, or contractors in construction projects.

2.3.14. Non-Collusion: In submitting its proposal, the proposer affirms that, in connection with its proposal, the proposer has not either directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free and open competition, and that, to the best of its knowledge and belief, the contents of its proposal have not been communicated by the proposer or by

any of the proposer's employees or agents to any person who is not an employee or agent of the proposer or of the surety on any bond furnished with the proposal and will not be communicated to any person who is not an employee or agent of the proposer or of said surety prior to the official opening of the proposal, and, to the extent that subcontractors and teaming partners have not participated in any collusive activities as described above.

3. Interview & Price Proposal

3.1. Proposal Presentation and Interview Format. The scheduled date for the interviews is **August 5th, 2024**. The time allotted to each firm for the presentation and interview will not exceed 60 minutes (40 minutes for presentation and 20 minutes for questions and answers). The format of the firm's presentation during the interview session is at the discretion of the firm. Inclusion of floor plans and elevations, etc. will help to present a clear understanding of your design. All members of the Selection Committee will be present during the formal interview.

3.2. Who Should Attend? Please limit the number of representatives of the Design-Builder team to no more than ten (10) people, but include at least the Design Professional(s), the Design-Builder's Project Manager, and those with whom the Owner will interact regularly. Essential consultants may be appropriate, also.

3.3. Things to Address at Interview The intent of the formal interview process is to provide the Selection Committee with an elaboration of the written proposal's information in order to help the Selection Committee make a final selection of the firm that, in the sole discretion of the Selection Committee, best meets the requirements for this project.

3.4. Price Proposal Submission Price proposals must be submitted to the Selection Committee by the conclusion of the interview session in a sealed envelope.

3.4.1. The price proposals should include the total cost of the project including fees, design, overhead, profit, and construction cost. The proposal shall include a one-page summary, carefully expressing the firm's rationale for its particular expression of prices. The proposal may be conveyed in the form of an estimated stipulated lump sum. The proposal price may become the Contracted Price or negotiations may occur that would result in a Contracted Price that is different than the proposed price. Any cost savings between the proposed lump sum price and the Contracted Price would return to Francis Marion.

Once a contract is signed, any revisions to the Contract Price are to be based on cost reductions only unless the Owner modifies the scope of work. Any savings as a result of "value engineering", final design pricing from vendors and subcontractors, etc. will result in a shared savings between the Owner and the Design/Build firm. The percentage of that sharing between the Owner and the Design-Build firm will be negotiated prior to entering a contract.

3.4.2. The price proposal should not include expenses associated with contracting for Chapter 1 inspections, Chapter 17 testing and inspections, Building Permit fees or other local, state or federal fees which may include the South Carolina Department of Health and Environment Control, the U.S. Army Corps of Engineers or any such other agency. These fees will be paid directly by the Owner. However, any application, permits, notices, etc. that may need to accompany such fees will be completed by the successful Design/Build firm on behalf of the Owner. An allowance as listed in Exhibit E shall be set aside for these fees.

3.4.3. A suggested price proposal form is enclosed at Exhibit B.

3.5. Contract Negotiation. After the ranking of the short-listed firms, the Owners will initiate negotiations with the top-ranked firm to determine the final scope of the project and determine the Contract Price. In the event that a satisfactory Contract Price cannot be agreed upon with the highest-ranked firm, the Owners will enter into negotiations in turn with the second-ranked firm and so-on until a mutually agreed-upon contract is established. Once the successful Design-Builder and Contract Price are agreed upon,

the Owner will award a Design-Build services contract. Contract documents will be based on the documents/forms in Appendix E.3 Contracts and Clauses for Use on Design-Build Projects of the 2023 version of the Manual for Planning and Execution of State Permanent Improvements. See also Exhibit A – Clauses on the next page.

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Exhibit A – Clauses

From the State Manual:

E.3 – Contracts and Clauses for Use on Design-Build Projects

- [Clauses for Use in Design-Build RFP](#)
- [SE-733 - Agreement Between Agency and Design-Builder](#)
- [SE-734 - General Conditions of the Contract Between Agency and Design-Builder](#)

Exhibit B, Suggested Price Proposal Form

Project Number: H18-9592-PD, Environmental Sciences/Forestry Building-Construction

Description		Estimate	
1	General Requirements		
2	General Conditions		
3	Concrete		
4	Masonry		
5	Steel		
6	Millwork		
7	Roofing and Waterproofing		
8	Openings – Doors, Frames and Hardware		
9	Finishes - Painting		
10	Specialties		
11	Drywall & Acoustical Ceilings		
12	Furniture		
13	Flooring		
14	Elevators		
15	Signage		
16	Liability Insurance		
17	Window Treatments		
18	Builders Risk Insurance		
19	Payment & Performance Bonds		
20	Subcontractor Bonding		
21	Fire Suppression		
22	Plumbing		
23	HVAC		
24	Landscaping		
25	A/V Equipment & Installation		
26	Electrical		
27	Telecommunication and Data Cabling		
28	Electronic Safety and Security		
29	Building Permit		
30	Paving		
31	Sitework		
32	Landscaping		
33	Preconstruction Contingency		
34	Construction Contingency		
35	GC Fee		
36	Design Fee		
37	Other(Lake, Interior Water Feature)		
Total Design-Build Team Cost			
	FMU Allowance - 3rd Party Inspections/Testing	\$	55,000.00
	FMU Allowance - Security Cameras	\$	45,000.00
	FMU Allowance - Peer Reviewer	\$	22,500.00
	FMU Allowance - IT Hardware	\$	180,000.00
	FMU Allowance - Owner’s Contingency	\$	375,000.00

Total Construction Cost	
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EXHIBIT C - Owner's Design Requirements and Considerations

I. Owner's Design Requirements and Considerations

A. Building Design Guidelines

1. Francis Marion University will undertake the design and construction of an academic facility to be located across Francis Marion Road from the University's main campus. The new program/academic facility will have approximately **35,000 SF** and will include multi-purpose instructional classrooms, faculty offices and seminar/conference rooms for the FMU Environmental Sciences and developing Forestry program, as well as for other university classes and associated spaces. The center will enhance teaching and learning for Francis Marion students and will assist the university in better meeting the needs of the Pee Dee Region and the state of South Carolina. The latest in security practices will be included in the scope to include on-site cameras. Firms interested in submitting for this project should become familiar with the following documents, and these should be used as guidelines in the design and construction of this project. It is expected that this facility will comply with all applicable building codes as described to the 2023 Manual for Planning and Execution of State Permanent Improvements – Part II and Francis Marion University guidelines, policies and requirements. The following links are provided for your use in achieving this requirement:

* 2023 Manual for Planning and Execution of State Permanent Improvements – Part II

<https://procurement.sc.gov/manual>

2. The University expects to seek at least two Green Globes certification for this facility. Therefore, energy efficiency, sustainability, and environmental impact are all concerns of the University. Thus, Green Globe practices and principles shall be used in the design and construction of this project, and a Green Globe scorecard shall be kept.

3. The construction of this facility shall not interrupt or interfere with the normal day to day traffic patterns along the streets that enclose the project location. All utility service connections/disruptions must be scheduled with the University and be as brief as possible.

4. **This is a turn-key project.** With the exception of the items listed as owner expenses in Exhibit E, ALL COSTS and FEES associated with the design and construction of the building are to be paid for by the contractor and should fall within the total project

B. Building Design and Function

1. Exhibit D is a General Location. Map/site plan of the area available for construction. As part of your proposal, please describe how you intend to use the space for laydown, access, traffic flow, etc.

2. The FMU Environmental Sciences/Forestry Building will be a high-profile facility designed to house the Environmental Sciences, the Veterinary and Geological Studies, and the developing Forestry Program. The facility will also include instructional and meeting space for a variety of academic disciplines and student functions. All HVAC related functions shall be designed and installed in such a way as to be monitored, scheduled, and controlled by the use of Johnson Controls Metasys System. Office space will be conveniently located to allow for ease of communication and effective resource sharing. Security cameras and alarm systems will be key features. The associated junction boxes, conduit, wire, etc. should be included in the proposed price. All low-voltage for items such as security cameras, internet,

phone and their associated junction boxes, conduit, wire, etc. should be included in the proposed price.

C. Site Survey. Soils assessment and survey will be the responsibility of the Design-Build firm.

D. Expected Student Occupancy. The student populations for each of the two programs currently scheduled to be housed in this building are:

*200 for the Environmental Sciences and Forestry programs

E. See Exhibit F for the Programmed Spaces to be included in your design.

F. Fire Suppression. Will be in accordance with NFP 13 and 14 and will be an automatic wet pipe system. Schedule 40 sprinkler piping.

G. Information Technology. Classrooms will need to have technology such as Screen Beam in order to project images from computers onto monitors along the walls. Additionally, it is expected that most classrooms will also have the capability to provide for virtual classrooms. FMU will purchase the hardware for servers, access points, phones, security cameras and computers. The Contractor will be responsible for installing the necessary cabling and power.

H. Some IT considerations. In each office and work space, plan for a minimum of three CAT 6 drops. Plan for 20% of those spaces to have more. Some classrooms will need cable to each student space. See Exhibit F for some clarification. Also see above for the need for coordination meetings.

I. Peer Reviewer and Coordination Meetings. We will need several design coordination meetings early and throughout the process. Coordination meetings to include, but not limited to, Information Technology, Audio/Visual, Security and Finishes and Furniture concepts are some of the required meetings to have before finalizing design. A peer reviewer (architect) will attend these meetings on behalf of the university and will also review plans a minimum of twice, schematic and Design Development just prior to Construction Drawings. The peer reviewer will visit the construction site and provide reports to the University a few times.

J. Water Feature. Inside and outside the building to help set the mood when entering for one that is calming and soothing. The exterior water feature is expected to be a +- 6 acre lake approximately 5-7' deep.

K. Roofing. Answer the following questions in your written proposal:

1. Identify the type of new roof proposed and how and why the roofing material was selected. Detail the roofing choices considered, why the chosen roof system was selected, and why the other options are not recommended. Consider and provided recommendation regarding all major roofing types, including but not limited to:
 - a. Built-Up Roofing (BUR) Membrane
 - b. Metal Roofing
 - c. Modified Bitumen Roofing
 - d. Thermoset (EPDM) Roof Membrane
 - e. Thermoplastic Roofing Membrane (PVC & TPO)
 - f. Garden "Green" Roofing System
 - g. Spray Polyurethane Foam (SPF)
 - h. Shingle Roofing

2. Explain what factors will ensure the roof system will not prematurely fail.
3. Specify the lengths and types of warranties to be provided on the new roofing system. FMU requires the roof be warrantied for no less than 20 years, both for materials and workmanship.
4. Explain how roof inspections and preventive maintenance are performed to ensure compliance with warranty terms. Include the frequency and scope of inspections and preventive maintenance.
5. Specify approved manufacturers for the roofing assembly whose history, experience, and reputation indicate that those manufacturers or any successors in interest are likely to maintain their existence and abilities to perform under the warranty for its duration

L. Audio/Visual. Screen Beam, or equivalent, needs to be in each classroom. Use of big screen Monitors and White Boards for classrooms. .

M. Plumbing. Need hidden from view yet relatively easily accessible shut off valves for each floor, each restroom, each sink, etc. Rule of thumb is if in doubt, provide a valve to isolate it.

N. Lighting. Each space needs an on/off switch. Having sensors is fine for green globes, etc, but an on/off switch is required too.

O. Toilet Partitions. Partitions to be made of High-density polyethylene (HDPE) panel material that are easily cleaned without damaging the surface. Door, Panel, Screen, and Pilaster Construction: High density polyethylene (HDPE) panel material, waterproof, non-absorbent, and graffiti-resistant textured surface. Provide minimum 1-inch- thick doors and pilasters with all edges rounded to a radius.

P. Other. Mechanical/Electrical rooms should be located away from teaching spaces as much as is practical. They should be adequately sized for the equipment that will be installed in them as well as providing adequate room for servicing this equipment. The layout and placement of the equipment should be well-thought out allowing for the total replacement of equipment should the need arise. These rooms should accommodate as a minimum the electrical distribution panels, lighting control panels, fire alarm panel, space to terminate fiber optic cable for audio and video purposes, sound system equipment, HVAC related equipment, water meter, pressure regulator and backflow preventer, fire sprinkler system piping riser, and associated valves. The walls encasing these rooms should be well insulated. There shall be plywood mounted to the wall for securing AV and fiber optic related equipment. Lighting of these rooms should be accomplished using T-5 fluorescent fixtures. Data closets will need to be conditioned spaces to keep the equipment cooled.

Custodial closets and storage are needed to ensure a clean and tidy atmosphere is maintained. They should be located in close proximity to the restrooms. The floor covering should be epoxy-covered concrete.

Q. Office Space. Each program will have associated program directors, assistants, faculty, administrative and reception personnel. Accordingly, office space commensurate with assigned duties will need to be programmed. Currently we expect the need for office space for 19 personnel. We anticipate offices to be conveniently located to maximize the ability to share resources and to provide effective communication. One large conference room to be shared between the programs is needed.

R. Instructional spaces. Traditional style classrooms will be required. Seating/desks should be designed in order to allow ease of configuration and allow students to quickly move into group settings for

collaborative learning sessions.

S. Lounges. These spaces allow for relaxation and a means to have a place to eat while maintaining a rigid academic schedule.

T. Restrooms. Shall be centrally located and meet all codes requirements for accessibility and size and include showers for each gender separated by floor IE Male showers in second floor bathroom and Female showers in first floor bathroom.

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EXHIBIT D

General Site Plan



EXHIBIT E – Owner Allowances

Owner Allowances:

The following allowances should be itemized and included in your proposed price:

- * \$55,000 – Third Party Chapter 1 and Chapter 17 Inspections
- * \$180,000 – Electronic and Data equipment (Switches, cameras, access points, phones, multi-door controllers, licenses)
- * \$45,000 – Security Systems and Assemblies (Conduit, junction boxes, wire, etc. should be in the proposed price.
- * \$22,500 - Peer Reviewer
- * \$375,000 - Contingency

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EXHIBIT F – Program Consideration

Forestry and Environmental Sciences - Program							
Requirement	For	ES	Shared	Total	Size	SF	NET
Faculty Offices							
Department Chair			1	1	20X20	400	400
Faculty	10	6		16	10X15	150	2400
Administrative			2	2	10X12	120	240
Reception		1		1	10X10	100	100
Other Office Space							
Mail/Work Room	1	1		2	10X15	150	300
Conference Room (16-20)	1	1		2	25X45	1125	2250
Labs/Centers							
Computer (18)			1	1	25X40	1000	1000
Soil Science			1	1	20X25	500	500
Dirty Lab			1	1	20X25	500	500
Entomology	1			1	20X25	500	500
Plant Physiology	1			1	20X25	500	500
Wood Properties	1			1	20X25	500	500
Hydrology			1	1	20X25	500	500
Microscopy/Biotech			1	1	20X30	600	600
Specimen Collection	1			1	30X35	1050	1050
Field Equipment Room			1	1	20X30	600	600
Instructional Spaces							
Large Lecture (72)			1	1	30X50	1500	1500
Medium Lecture (48)			2	2	35X35	1225	2450
Small Lecture(36)			2	2	30X30	900	1800
Large Lab (24)	1	1		2	32X32	1024	2048
Small Lab (18)	1	1		2	30X30	900	1800
Prep Rooms	1	1		2	30X30	900	1800
Lounges							
Faculty/Staff			1	1	20X20	400	400
Student			1	1	20X20	400	400
Other Spaces							
Custodial	1	1		2	8X8	64	128
Storage	2	2	2	6	15X15	225	1350
Technology							
Screen Beam	✓	✓					
Virtual Learning	✓	✓					
							25,616
Restrooms/Corridors/Elevators/Stairs/Mechanical/Custodian - + 30%							7,685
Estimated Total SF							33,301