



# ORANGE COUNTY PUBLIC SCHOOLS

Contract Administration 6501 Magic Way Orlando, Florida 32809  
(407) 317-3700 FAX (407) 317-3752

## REQUEST FOR SUBMITTAL

### PROTOTYPE REUSE

**FOR SITE # 86-E-E-2 – OLD CHENEY HWY/NORTH FORSYTH ROAD**

**AREA RELIEF ELEMENTARY SCHOOL**

**PR NO. 08RU0824**

The School Board of Orange County, Florida is interested in receiving submittals from architects who have constructed a successful elementary school prototype design for Orange County Public Schools in order to determine which prototype design will be reused for Site # 86-E-E-2 – Old Cheney Hwy/North Forsyth Road Area Relief Elementary School.

Sealed proposals addressed to the School Board of Orange County, Florida, Facilities Contract Administration, Bldg. 100B, 6501 Magic Way, Orlando, Florida 32809 and marked, PROPOSAL FOR PROTOTYPE REUSE FOR Site # 86-E-E-2 – Old Cheney Hwy/North Forsyth Road Area Relief Elementary School, will be received until 2:00 p.m., October 24, 2008. Proposals received after the specified time will not be opened or considered. Complete requirements are attached.

SCHOOL BOARD OF ORANGE COUNTY, FLORIDA

BY

Kay K. Syed  
Senior Director  
Contract Administration and Procurement  
Services

## **1.0 PROJECT DESCRIPTION**

1.1 The School Board of Orange County, Florida is interested in entering into a design contract for Site # 86-E-E-2 – Old Cheney Hwy/North Forsyth Road Area Relief Elementary School with one of the Architectural firms who have constructed a successful elementary school prototype design for Orange County Public Schools in order to determine which prototype design will be reused for Site # 86-E-E-2 – Old Cheney Hwy/North Forsyth Road Area Relief Elementary School.

## **2.0 SCOPE OF SERVICES**

2.1 The Prototype Elementary Schools shall include an Administration Suite, Media Center, Music Room , Art Room, Science Skills Lab, Computer Skills Lab, Kitchen, Dining/Multi-purpose Room, Classrooms and Resource Rooms to accommodate an enrollment of 830 students (approximately 95,000 square feet). Exterior facilities shall include a minimum of 100 parking spaces, a separate bus loop, a softball, field., an open (soccer) field, two basketball courts, separate Youth and Tot Playground Equipment Lots, a future expansion area for twelve portables and storm water retention pond(s).

The off-site extension of Curtis Road to the east, along the School's south property line, will be needed to obtain access to Forsyth Road. This road construction will require wetlands assessment, permitting and mitigation.

Estimated construction cost: \$16,225,000.00

Target construction start date: July 2009

Target School opening date: August 2010

## **3.0 GENERAL INSTRUCTIONS**

3.1. Submit sealed responses to Contract Administration. In the subject area, identify the project name and contract number. One original and eight copies of the responses must be submitted.

3.2 Firms shall complete the form attached (Attachment no. 1).

3.3 Firms responding to this request shall be available if requested by the District for presentations to and/or interviews with the District's Selection Committee.

3.4 Questions

A. Questions: Any questions concerning the Request shall be directed in writing to the Facilities Contract Administration Section, Orange County Public Schools. All requests for information shall be submitted in writing to **Roberto Pacheco, Senior Manager, Contract Administration..** Only the interpretation or correction so given by the Contract Administrator, in writing, shall be binding and prospective firms are advised that no other source is authorized to give information concerning, or to explain or interpret the Request and the selection process. All such interpretations and supplemental instructions will be in the form of written Addenda to the Request.

## **4.0 EVALUATION CRITERIA**

The Selection Committee will objectively evaluate the firms' abilities in accordance with the criteria listed below and the data requested on the attached evaluation form. Responses shall be provided on the form provided with the exception of #7, workload of sub-consultants. You may use an attachment listing additional workload data for this section only.

### **4.1 Overall Approach and Methodology For Use of Prototype(50%)**

4.1.1 Firms shall provide a site layout of the requested prototype design on the required site #86-E-E-2 shall describe their design approach to this project, describing any unique issues and how they would be addressed. Provide floor plans and exterior elevations (or photos) of the previously built prototype designs, which are proposed for reuse.

4.1.2 In addition to the site layout, responses to questions 1, 2, and 3 on the attached evaluation data form will be reviewed and evaluated to determine the best overall approach.

### **4.2 Project Scheduling (20%)**

4.2.1 The firm shall provide a schedule that includes 100% design, permitting, bidding and construction phases. Firms shall respond to item 5 on the attached evaluation data form.

4.2.2 As part of the evaluation criteria the Selection Committee will review the firms and their sub-consultants current workload. Provide a list on the attached evaluation data form (items 6 and 7) of outstanding projects, client names, status of completion, dollars committed on open projects, and overall workload with both OCPS and other owners.

### **4.3 Cost Control/Value Engineering (20%)**

4.3.1 As part of its services, the firm shall indicate knowledge and experience in the evaluation of building systems, construction techniques and the recommendation of materials to create an optimum value in meeting the design and budget requirements. On the attached evaluation form (item 4), provide specific items in your prototype design that reduce costs while maintaining quality and discuss how your firm will ensure that the construction cost for this prototype will be within our budget. Provide a detailed cost estimate (based on current construction costs) for your prototype. State the number of student stations, cost per student station, cost per square foot and gross square footage.

### **4.4 Overall Quality of Team (10%)**

4.4.1 The firm shall discuss how the integral professional components required will be accomplished. The firm shall describe related past experience of team members and the work that the team will be assigned. The firm shall discuss their plan to achieve MWBE and LDB levels of participation.

## **5.0 SELECTION PROCESS:**

- 5.1 The Selection Committee will consist of representatives (or designee) as follows:  
at least four (4) OCPS staff persons with expertise in facilities design,  
construction, operation, and/or maintenance, at least one (1) OCPS staff person  
with expertise in business and/or finance, at least one (1) OCPS staff person with  
expertise in Minority/Woman-owned Business Enterprise goals and such other  
staff person(s) as deemed appropriate.
- 5.2 The Selection Committee will review all submittals received on time that are  
responsive to the solicitation requirements and determine the firms with the  
highest score using the selection criteria established for the Project. The  
Selection Committee may determine that interviews are necessary to respond to  
questions on the submitted prototype. Information from the interview will be used  
during the evaluation process. The firm with the highest score will be  
recommended for the project. The recommendation will be submitted to the  
Chief Facilities Officer for approval.
- 5.3 A contract will be negotiated with the selected firms approved by the Chief  
Facilities Officer.

## **6.0 SCHEDULE**

- 6.1 Date submittals are due: October 24, 2008 by 2:00PM  
Evaluation Meeting Date: November 5, 2008  
Interview Date (if required): November 17, 2008  
Approval Date: November 21, 2008

**Contract Administration**6501 Magic Way, Bldg. 100B  
Orlando, FL 32809**EVALUATION DATA FOR CONTRACT NUMBER 08RU024**Contract Name: Reuse Design for Site # 86-E-E-2  
– Old Cheney Hwy/North Forsyth Road Area Relief  
Elementary School

<u>1. Firm Name</u>	<u>4. Phone No and Web Site Address</u>	<u>7. Contact Name</u>	<u>10. Name of Two Principals to Contact:</u> Name: _____ Phone: _____ Name: _____ Phone: _____																				
<u>2. Street Address</u>	<u>5. Fax No.</u>	<u>8. Email Address</u>	<u>11. Present Offices: City, State, No. of Personnel (place an asterisk by primary office for this project)</u>  <table border="1"> <thead> <tr> <th>CITY</th> <th>STATE</th> <th># STAFF</th> <th>YRS. IN PLACE</th> </tr> </thead> <tbody> <tr> <td>1. _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>2. _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>3. _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>4. _____</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>	CITY	STATE	# STAFF	YRS. IN PLACE	1. _____	_____	_____	_____	2. _____	_____	_____	_____	3. _____	_____	_____	_____	4. _____	_____	_____	_____
CITY	STATE	# STAFF		YRS. IN PLACE																			
1. _____	_____	_____	_____																				
2. _____	_____	_____	_____																				
3. _____	_____	_____	_____																				
4. _____	_____	_____	_____																				
<u>3. City, State Zip Code:</u>	<u>6. Year Present Firm Established</u>	<u>9. M/WBE Certified</u> <input type="checkbox"/> yes <input type="checkbox"/> no <u>LDB Certified</u> <input type="checkbox"/> yes <input type="checkbox"/> no																					

<b>12. Number of Personnel by Discipline: (List each person only once, by primary function)</b>							
Administrative		Electrical Engineers		Planners		Biologist	
Architects		Estimators		Soil Engineers		Designers	
Civil Engineers		Interior Designers		Structural Engineers		Construction Experts	
Construction Inspectors		Landscape Architects		Surveyors			
Draftsmen		Mechanical Engineers		Transportation Eng.		<b>TOTAL PERSONNEL</b>	

<b>13. Primary Personnel Assigned to Contract</b>			<b>14. Sub-Consultants</b>		
Name	Position	No. of Yrs. With Firm	Firm Name	Description of Services/% of Work	M/WBE
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>15. Provide the following information on Proposed Prototype</b>				
Name of OCPS School Where Prototype is Constructed: _____			Date Constructed: _____	
Gross SF	Construction Cost/SF	# of Student Stations	Cost Per Student Station	Number of Stories

<b>16. Areas of Specialization:</b>

**EVALUATION DATA FOR CONTRACT NUMBER \_\_\_\_\_**

Contract Name: \_\_\_\_\_

Contract Number: \_\_\_\_\_

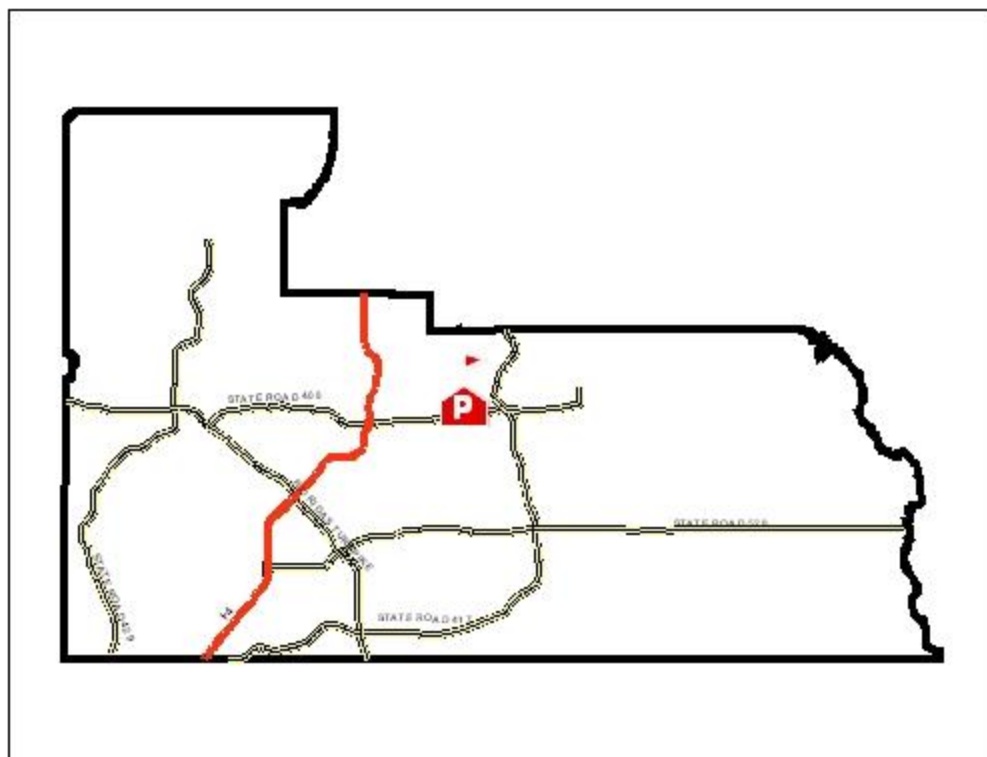
*Please respond to the following questions:*1. Describe briefly why your prototype design will best meet the needs of this site.2. Describe the major challenges that you may face on this project?3. What makes your firm the best firm for this project?4. List specific items that make your prototype cost efficient while maintaining value? Discuss how you plan to ensure that the design is within Owner's budget? What is the current construction estimate of your prototype?:5. How many calendar days will you require for total design time?**6. Workload of Firm (List Outstanding Projects)**

Project	Client Name	% Complete	Contract Amount

**8. Signature of Submitter:****7. Workload of Sub-Consultants (List Outstanding Projects)**

Sub-Consultant	Client Name/Project	% Complete	Contract Amount

**9. Typed Name and Title**



### 86-E-E-2-Azalea Park/Little River ES Relief

- **Ownership:** *ECP Forsyth, L.L.C.*
- **Opening:** *2012*
- **Status:** *Negotiating*
- **Sales Price:** *N/A*
- **Closing Date:** *N/A*
- **Seller:** *ECP Forsyth, L.L.C.*
- **Parcel ID #:** *22-22-3 0-0000-00-008*
- **Acreage:** *25.1024 (12.95 uplands)*
- **Comments:** *This site is located in the Orlando Executive Airport Runway Clear Zone.*