

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

PUBLIC ANNOUNCEMENT FOR  
**LONG RANGE FACILITIES MASTER PLANNING SERVICES**

AUGUST 14, 2001

In order to supplement the expertise of the Facilities and Construction Management Division, the Superintendent of Schools, pursuant to Florida Statutes, announces that The School Board of Broward County, Florida is in need of Long Range (2001-2020) Facilities Master Planning Services for the purpose of developing the District's Long Range (2001-2020) Facilities Master Plan. The goals of this project is to produce the following information in hard copy and electronic format:

1. Produce a district long-range facility master plan report (2001 - 2020) (both hard copy and electronic) that will include a general overview of the school district and its planning elements and a detailed master plan accounting with cost estimates for every school and administrative facility owned by the School Board of Broward County. The report must summarize the programmatic uniqueness of each school and reflect the overall mission and strategic plan of the district.
2. Identify expansions, remodeling, new schools and site acquisition needed to meet pre-k through adult student enrollment projections.
3. Produce a report that provides a yearly schedule of projected facility needs and their associated costs.
4. Identify life cycle expiration replacement costs for all major infrastructure systems.
5. Identify criteria to determine district-wide priorities.
6. Prepare the district's Five-Year (2002 - 2007) State Educational Plant Survey document for School Board approval and State Department of Education validation.
7. Prepare a preliminary report that will document the school district's facility needs for the first ten years (2001 - 2011) of the long range plan. This report will serve as the basis for future funding alternatives.
8. Prepare a final presentation, hard copy and electronic (Powerpoint) to be made to the Superintendent and the School Board of Broward County.

The purpose of project is to determine the long-range (2001 - 2020) facility needs for the School Board of Broward County. Pursuant to this Request for Qualifications (RFQ), The Board will consider one or more contracts to provide this service.

The scope of services will include the following in accordance with the program schedule (copy attached):

1. Compile, integrate, validate, and format existing district data into a single master plan final report format. This task will include research, site visitations, meetings with district staff, and community groups identified by the Board . The data to be provided by district staff for each facility includes but not limited to; student projections, boundaries, current funded projects, current needs assessment, enrollment information, space inventory, technology plan, programmatic information, site and floor plans. Data must include permanent and relocatable facilities. District staff will also provide all pertinent policies, space/educational standards

The report must also provide a detailed accounting of each facility to include but not limited to:

- a. Student long range demographic projections
  - b. Current boundary information
  - c. Educational program overview (including any special educational programs i.e. magnets, exceptional education clusters, etc.)
  - d. Technology plan
  - e. Site conditions
  - f. Exterior needs and cost estimates (including safety, ADA, and security)
  - g. Interior needs and cost estimates (including safety, ADA, and security)
  - h. Identification of the highest priority facility needs at each site
  - i. Master site plan including future additions and locations for portables
  - j. Summary of recommendations and impact of the size of the school
  - k. Core space analysis
  - l. Infrastructure (major systems) analysis and life cycle expiration replacement costs
2. Provide a master plan solution for each school and administrative facility utilizing an aerial photograph as a background. All expansion (site and facility) and new construction recommendations are to be superimposed on an aerial photograph of the facility. Provide aerial photograph in TIFF format and integrate current School Board of Broward County (SBBC) Florida Inventory of School Houses (FISH) AUTOCAD (AUTOCAD 2000) drawings.
  3. Provide cost estimates for all recommendations so that a total district-wide facility need cost impact can be calculated.
  4. Provide recommendations for new school construction and site acquisition.

5. Deliver the data to the district in a Microsoft Access file including the tables necessary to produce the reports with the capability to add, change, and sort the data through forms.
6. Working with district and site staff validate the existing district needs assessment database for completeness and accuracy.
7. Produce a final report that includes a general overview of the school district - its history, capacity, enrollment, county demographics, capital financing availability, and educational programmatic needs and a detailed accounting of every facility to include demographics, programmatic, financial impact, facility needs and recommended master plan solutions.
8. Prepare the district's Five-Year (2002 - 2007) State Educational Plant Survey document for School Board approval and State Department of Education validation.
9. Prepare a preliminary report that will document the school district's facility needs for the first ten years (2001 - 2011) of the long range plan. This document will serve as the basis for future funding alternatives and should include all information needed to calculate the total 10 year capital district need. This report must provide a yearly schedule of projected facility needs and their associated costs.

General liability insurance and other coverage will be required.

The Consultant's Review Committee (CRC) will screen the applicants based upon the following criteria in order to select applicants to be interviewed

1. Past performance providing a long-range Facilities Master plan for a school district
2. Ability of professional personnel
3. Demonstrated ability to meet time requirements on similar type projects
4. Location - (All things being equal, preference shall be given to the applicants located within Broward County)
5. Similar experience developing and producing a long-range Facilities Master for a school district. Provide sample documentation of a previous school district Facilities Master planning project)
6. Description of the strategies to be utilized to gather information and produce the final Facilities Master plan document.
7. Current capability - Current and projected workloads of the firm.
8. Familiarity with educational facilities and knowledge of Florida State Board of Education Regulations.
9. Quality of Product previously exhibited.
10. Cost of services broken down by task.
11. Timeline to produce all deliverables
12. Whether a firm is a certified minority business enterprise.

All firms interested in being considered for these services will be required to submit twenty (20) copies of the required response to the RFQ. The Request for Qualifications (RFQ) can be obtained from the Facilities and Construction Management Division, 1700 S.W. 14<sup>th</sup> Court, Fort Lauderdale, Florida 33312, (954) 765-6390.

The completed RFQ response must be delivered to:

The Consultants' Review Committee  
C/O Robert L. Goode, Executive Director  
Contracts and Compliance  
Facilities and Construction Management Division  
1700 S.W. 14<sup>th</sup> Court, Fort Lauderdale, Florida 33312

The submittals must be RECEIVED in the office of the Facilities and Construction Management Division NO LATER THAN:

**2:00 PM September 15, 2001**

Until a final decision is made, all inquiries and contacts with School District representatives shall be limited to procedural matters and shall be directed to the reception office, Facilities and Construction Management Division at (954) 765-6390.

After interviews, successful applicants will be recommended by the CRC in accordance with the policies of The School Board of Broward County, Florida. Recommendations by the CRC do not guarantee a contract will be awarded by The Board.

Award of a contract does not guarantee that work will be issued. Fees will be negotiated based on a fixed sum.

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ATTEST:

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PAUL D. EICHNER, ESQ., Chairperson

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FRANKLIN L. TILL, JR.  
Superintendent of Schools  
Secretary of The School Board of  
Broward County, Florida

To be advertised on AUGUST 21, 28 and SEPTEMBER 4, 2001

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**THIS SECTION IS NOT INCLUDED IN THE ADVERTISEMENT**

**Reviewed for Processing:**

\_\_\_\_\_ Date: \_\_\_\_\_  
Executive Director  
Contracts and Compliance or Designee  
Facilities and Construction Management Division

**Processed:**

\_\_\_\_\_ Date: \_\_\_\_\_  
Lu Ball, Clerk Specialist IV  
Facilities and Construction Management Division

Cc: Denis Herrmann, Coordinator, Design and Construction Contracts  
Derrick J. Ragland, Executive Director, Project Management  
CC File  
Project File

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