

14.005 Certification and Competitive Selection of Professionals

(1) For any services required which have been publicly announced as provided in BOG Regulation 14.004, including professional services, continuing contracts, construction management services or design-build the president shall appoint a Selection Committee to make recommendations. Those appointed by the president shall serve throughout the selection process.

The Committee shall consist of at least three members, two of which must have demonstrable experience in the selection of professional architectural or engineering services or education in construction, engineering, architecture or other related discipline and shall be comprised of the following:

- (a) At least one facilities professional from the University Facilities Office or physical plant office; the second required facilities professional is not required to be a current University Facilities or Physical Plant employee.
- (b) Additional members, based on the special needs of the project, if required.

(2) Prior to each selection, the University shall determine the eligibility under Florida law of each firm to perform the services required. Each firm determined to be eligible to provide the services will be so certified by the University and shall be qualified for consideration as provided in this Chapter.

(3) The Selection Committee shall evaluate professional qualifications statements by all eligible professional firms applying. The Committee shall consider the experience of professional personnel; past performance; ability to meet time and budget requirements; location; and recent, current and projected workloads of the firms. The Committee shall conduct discussions with, and may require public presentation by, no fewer than three firms, where possible, regarding their qualifications, approach to the project, and ability to furnish the required services. For projects having three or fewer applicants, the Committee shall conduct discussions with each applicant firm. The Committee shall rank the firms in the order of those most highly qualified to perform the required service, and where possible, shall recommend to the president for approval no less than three firms in the Committee's order of ranking. The university shall notify all interviewed firms of the approved selection.

(4) After approval by the president, the president shall negotiate a contract.

Authority: Section 7(d), Art. IX, Fla. Const., History-Formerly 6C-14.005, 12-30-79, Amended 7-22-87, 1-24-89, 5-17-95, 1-13-99, Amended and Renumbered as 14.005, 3-27-08, Amended 9-24-09.