

## HILLSBOROUGH COUNTY PUBLIC SCHOOLS CONSTRUCTION PROJECT EXECUTION

Typical approach for repairs, renovations and new construction is provided herein. Alternate approaches complying with Board policies may be employed at the discretion of the General Manager of Construction.

### Definitions:

**Architect, Engineer, Construction Manager (CM) Selection:** project specific selection of an architect, engineer, or construction manager following the Consultants Competitive Negotiation Act (CCNA).

**Continuing Services Architect, Engineer, Construction Manager (CM):** Selection from a list of firms previously appointed for continuing services, for projects with an estimated construction cost less than \$2 million.

**Minor Project Solicitation (MPS):** Abbreviated bidding process using Vendor Bid. This process may be used on projects costing more than \$10,000 and less than \$300,000; projects over \$300,000 must be accomplished by open bid or through a CM.

**Open Bid:** Public bid solicited from any firms meeting qualifications; an alternative to selection of a construction manager for projects costing over \$300,000.

**Recurring Services Contract:** Previously awarded indefinite delivery, indefinite quantity contract for supplies and services provided on a unit price basis. Most are awarded for one-year periods, and can be extended.

### Typical Approach

PROJECT	A/E	PROJECT EXECUTION
New facilities	Architect selection	CM selection
Major renovations	Architect selection	CM selection
Portables/Modulars (future)	Continuing Services Architect	Continuing Services CM
Low-voltage	Continuing Services Engineer	MPS / Open Bid / Recurring Services <sup>1</sup>
Painting	Continuing Services Architect	MPS / Open Bid / Recurring Services <sup>1</sup>
Paving	Continuing Services Engineer	MPS / Open Bid / Recurring Services <sup>1</sup>
Drainage	Continuing Services Engineer	MPS / Open Bid / Recurring Services <sup>1</sup>
Fencing	In House	MPS / Recurring Services <sup>1</sup>
Flooring	In House	MPS / Recurring Services <sup>1</sup>
HVAC > \$2 mil	Engineer selection	Open Bid / CM selection <sup>2</sup>
HVAC < \$2 mil	Continuing Services Engineer	MPS (< \$300k); Open Bid (> \$300k)
Roofing > \$2 mil	Architect selection	Open Bid
Roofing < \$2 mil	Continuing Services Architect	MPS (< \$300k); Open Bid (> \$300k)
Courts/Tracks	Continuing Services Engineer	MPS (< \$300k); Open Bid (> \$300k)
Irrigation	In House	MPS / Recurring Services <sup>1</sup>
Field Turf Renovation	In House	MPS / Recurring Services <sup>1</sup>
Multi-discipline < \$2 mil	Continuing Services Architect	MPS (< \$300k); Cont. Services CM <sup>3</sup>

### Notes:

**1** - Minor project solicitations may be used in lieu of existing Recurring Services contracts for larger projects (over \$10,000, depending on terms of the applicable Recurring Services bid) to achieve economies of scale or advantages of competitive solicitations.

**2** - Construction Managers (CM's) may be used for larger HVAC renovations when significant schedule constraints or coordination requirements exist. Examples include projects that must be accomplished during occupied times (primarily for year-round facilities); that include significant other work (complete roof replacement in conjunction with a large HVAC renovation); or present a significant schedule challenge (complete renovation of the HVAC, lights and ceilings of a typical middle school, constrained to a single summer period.)

**3** - Continuing Services CMs may be used on smaller projects (< \$300,000 construction cost) involving multiple disciplines in lieu of a minor project solicitation, particularly when critical time constraints exist.