

## **CHAPTER 25**

### **CONSTRUCTION PURCHASING**

#### **25-1 INTRODUCTION**

The School District has a Construction Purchasing Department that specializes in construction procurement by administering the procurement process and negotiating and awarding contracts for design and construction projects for the District.

A Construction Project is generally defined as constructing a new building; constructing an addition connected to an existing building or demolishing a permanent building OR a project with an established construction budget in excess of \$300,000. Construction Projects are procured under Board Policy 7.10 and 6.14.

#### **25-2 PREQUALIFICATION**

##### **PROGRAM FOR CONSTRUCTION PROJECTS**

The School District of Palm Beach County ("District") invites proposals from qualified Contractors with current licenses in the State of Florida to register for the District's Vendor Prequalification Program.

Pursuant to State Requirements for Educational Facilities, Chapter 4, Section 4.1 "Prequalification of Contractors for Educational Facilities Construction", Prequalification is applicable to Bids (Invitations to Bid), RFP (Request for Proposal), Construction Management at Risk (CMAR), Design/Build and any other Construction Services for a Construction Project with an estimated construction budget of \$300,000 or more.

The criteria established for Prequalification is in accordance with Chapter 489, Florida Statutes, (SREF) 2014, School Board 7.08 and all other applicable rules, regulations and procedures.

The Prequalification Program is an ongoing program of the School District. Once a firm has been qualified and certified by the District, it may participate and compete with other qualified vendors in solicitations with all estimated Construction budget of \$300,000 or more for a one-year period commencing from date of approval. Prequalification Certifications are valid for one calendar year and may be renewed at each anniversary date. To ensure that the review and approval process is performed continuously and timely, cut-off dates are established. Those applications received after each established cut-off date would be added to a subsequent review and approval meeting.

All Proposals/Statements of Qualification will be reviewed by a Committee comprised of District employees duly assigned to evaluate and recommend those proposals from Contractors to prequalify them to bid or propose on future projects, which may be approved during the Certification Period. Prequalification periods will be for a one (1) year period commencing from the date of School Board approval, and may be renewed for one (1) year periods after the first anniversary of the Certificate, providing the vendor is in good standing with the District. Several firms in each of the Construction disciplines will be certified. Companies that meet all of the established criteria will be provided a Certificate of Prequalification. Once the Prequalification of Firms has been completed, only certified prequalified vendor firms may participate in construction solicitations issued by the School Board of Palm Beach County.

#### **25-3 CONSULTANTS COMPETITIVE NEGOTIATIONS ACT (CCNA)**

Professional Services (architectural and engineering), Design/Build services and Construction Management at Risk services are selected pursuant to the process specified by FS 287.055. This

is a qualifications based selection process, completed by a committee to select the most qualified firm for a specific project(s). Following selection of the Architect, Engineer or Construction Manager, fees and services are negotiated pursuant to the Scope Of Work prior to the recommendation of the contract award. Design Professionals are procured under Board Policy 7.05.

**25-4 CONSTRUCTION OVERSIGHT REVIEW COMMITTEE (CORC)**

The School Board has designated representatives of the community to volunteer and oversee the construction program at the School District. All purchasing items are reviewed in detail by the CORC who then provide a report to the School Board prior to awarding or taking any other action relating to construction projects.