



PERSONAL | PASSIONATE | PROGRESSIVE

Facility Development Process (DRAFT)

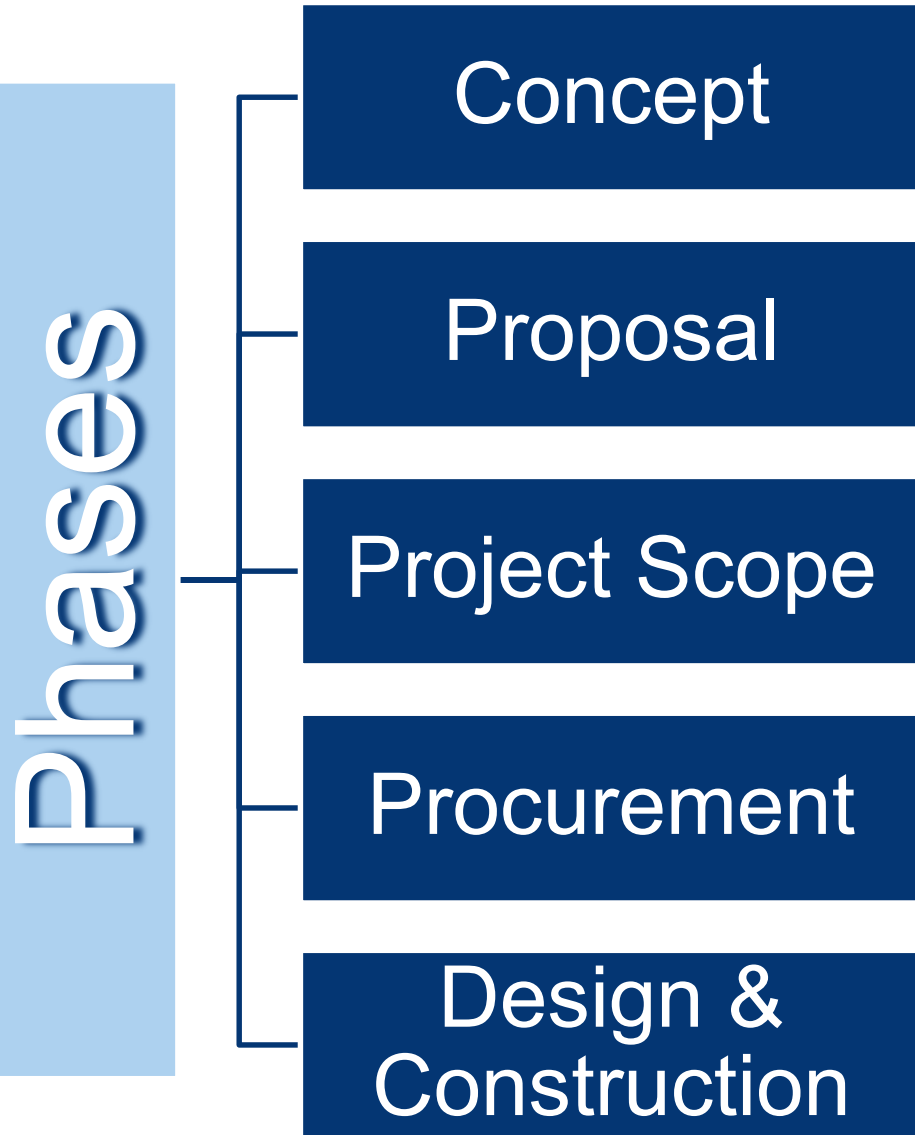
Concept—Proposal—Project



PERSONAL | **PASSIONATE** | **PROGRESSIVE**



Facility Development Process Steps





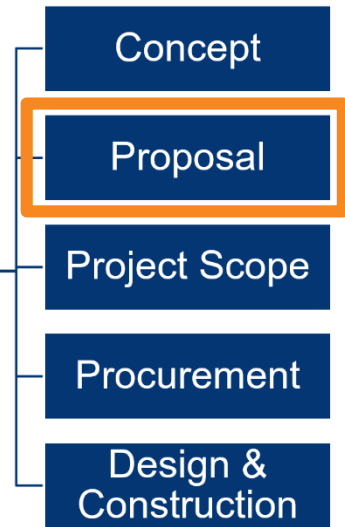
Phases

- Concept
- Proposal
- Project Scope
- Procurement
- Design & Construction

Facility Scoping & Development Process Steps	
-	<u>Concept Phase</u>
-	Concept Development
	Determine project concept
	Present concept to Operations Team
	Evaluate project concept
	Identify site or facility
	Brief Superintendent on concept, invite feedback
	Brief concept to Capital Committee, invite feedback
	Brief concept to Academic Services, invite feedback
	Brief concept to Chief/Cabinet, invite feedback
	Refine concept based on feedback



Phases



- **Proposal Phase**

- **Proposal- Drafting**

Form Cross-Divisional "Project Team" (Operations, Academics, Business Services, School, IS, etc.)

Draft initial Project Proposal based on feedback received in concept phase

Brief initial Draft Proposal to Superintendent, invite feedback

Brief initial Draft Proposal to Capital Committee, invite feedback

Brief initial Draft Proposal to Chiefs/Cabinet, invite feedback

Create Revised Draft Proposal and initial plan for the engagement process

Present Revised Draft Proposal and engagement process to Capital Committee and Superintendent, request blessing to bring to Board

Present Revised Draft Proposal and proposed community engagement process to the Board (briefing)

Recieve Board Consensus in support of the Revised Draft Proposal and engagement process



Phases

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- **Proposal - Engagement**

Engage school community in discussion of draft proposal (parents, students, teachers, etc.)

Engage citizen community in discussion of draft proposal (citizens, residents, business members, etc.)

Engage appropriate advisory committees (e.g.: EDAC and DAC), request approval

Present result of engagement process to Superintendent

Present results of engagement process to School Board

Revise Draft Proposal based on engagement process feedback



Phases

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- **Proposal - Final Phase**

Present Final Draft Proposal to Superintendent

Present Final Draft Proposal to Capital Committee

Present Final Draft Proposal to Academic Services

Present Final Draft Proposal to Chief/Cabinet

Present Final Draft Proposal to School Board



Phases

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- **Scoping Phase**
 - **Due Diligence and Feasibility Study**
 - Complete land, building, and campus needs assessment
 - Purchase necessary additional land
 - Complete due diligence on property
 - Present proposed site purchases to Site Selection Committee for approval
 - Obtain land use entitlements
 - Future Land Use, Zoning, other entitlements
 - Complete environmental assessments and permitting
 - SFWMD, FDEP



Phases

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<input type="checkbox"/> Obtain DOE Planning Permissions
Update EFIS
Secure Castaldi
Complete Spot Survey
Identify other maintenance, IT, or construction projects scheduled for campus
Compile due diligence actions confirming land, building, campus feasibility
Estimate cost of proposal



Phases

- Concept
- Proposal
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- Scoping & Property Documents

- Revise Final Proposal into Scope, address due diligence and cost estimate
- Present Final Scope to Superintendent, request approval
- Present Final Scope to Capital Committee, request approval
- Present Final Scope to Academic Services, request approval
- Present Final Scope to Chiefs/Cabinet, request approval
- Present Final Scope to Board, request approval
- Complete closing of property purchase**
 - Install signage on site for future District use



Phases

- Concept
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- Design & Construction

<ul style="list-style-type: none"> - <u>Procurement Phase</u>
<ul style="list-style-type: none"> - <u>Procurement- Selection</u>
<ul style="list-style-type: none"> - Determine procurement process--continuing services or bid
<ul style="list-style-type: none"> Continuing services: select appropriate project consultants
<ul style="list-style-type: none"> - Bid: Utilize RFQ Process to select project consultants
<ul style="list-style-type: none"> Advertise for project Architect, Construction Manager (CM), and Building Official (BO)
<ul style="list-style-type: none"> Pre-submission/Walk-thru
<ul style="list-style-type: none"> Evaluate and rank submissions and presentations
<ul style="list-style-type: none"> Present project consultant rankings to Board, request approval
<ul style="list-style-type: none"> Enter Negotiations



Phases

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- **Procurement - Contract**

- Contract creation for Architect, CM and BO

Architect

CM

BO

Create Phase 1 TPCE (Total Project Cost Estimate)

Board approval of Phase 1 TPCE

Vendors signs contract(s)

District signs contract(s)

(Designer & BO) Pre-issuance of Notice to Proceed (NTP) Documentation

Phase 1 issued to Architect, CM and BO



Phases

Concept

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Design & Construction

- **Design & Construction Phase**

- **Phase 1: Design**

Engage in design process with project team and project consultants

Obtain necessary development orders, permits, and other agreements

Present design to Superintendent, invite feedback

Present design to Capital Committee, invite feedback

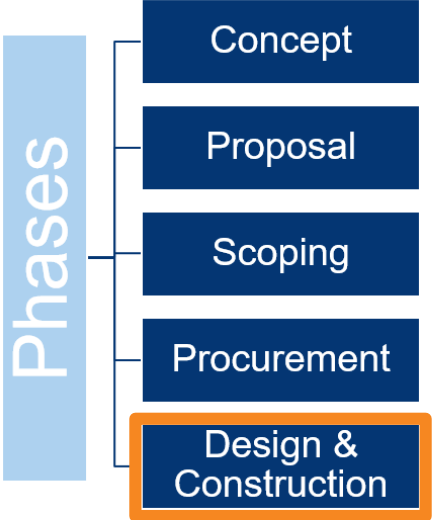
Present design to Chiefs/Cabinet, invite feedback

- Present design to School Board, invite feedback

Present design to school and public community, invite feedback

Revise design based on feedback

Complete drawings to 100%



- **Phase 2: Construction**
 - CM- Advertise for construction bids
 - CM- Compile & qualify bids
 - Present GMP to District project manager
 - Prepare TPCE (inclusive of GMP)
 - Present TPCE to Board, request approval
 - Issue amendments to CM & BO contracts
 - Begin actual construction
 - Hold groundbreaking
 - Hold open house for community
 - Achieve Substantial Completion
 - Hold ribbon cutting ceremony
 - Complete project; receive occupancy
 - Complete close-outs

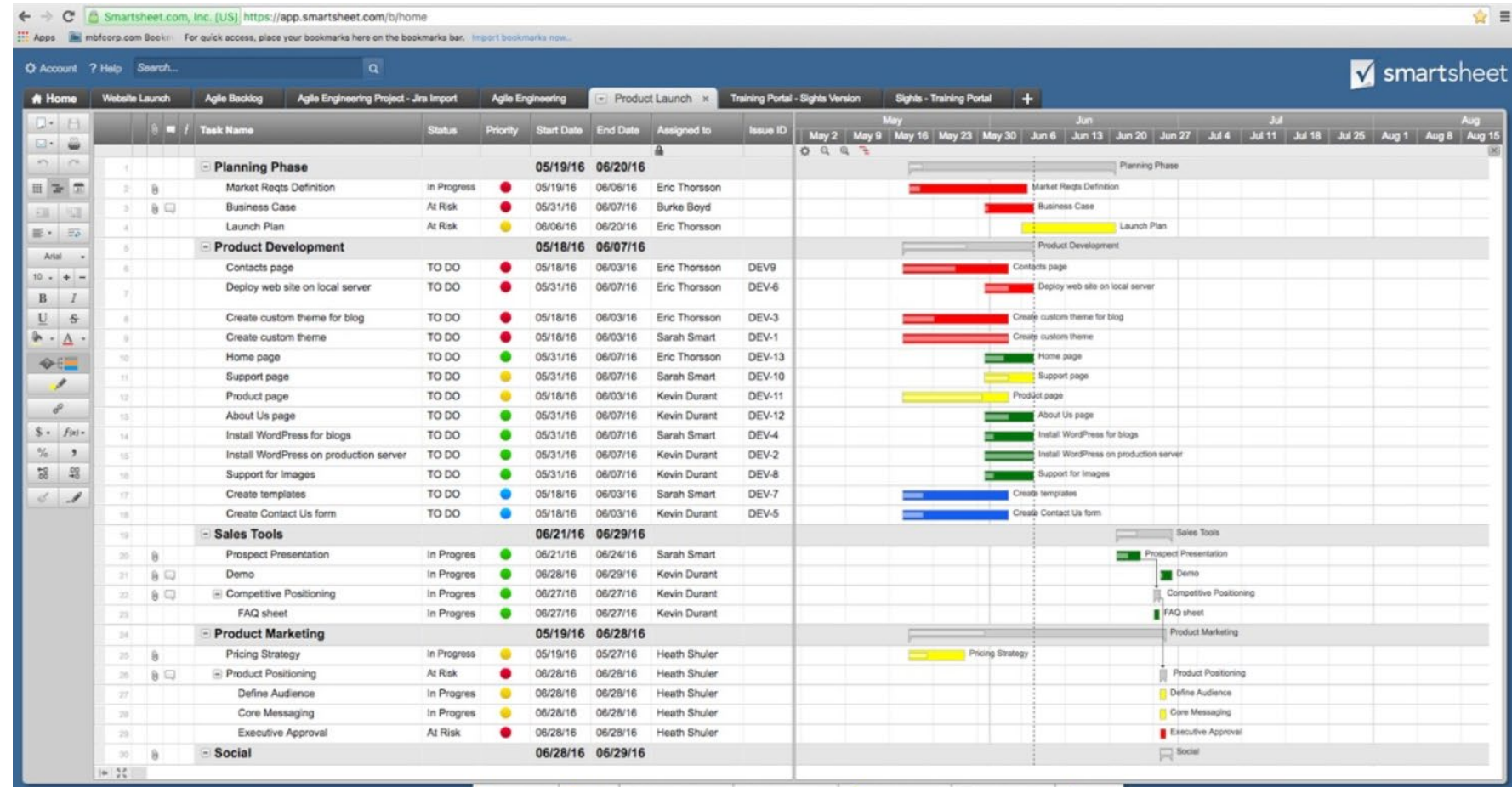


The
tool
we've
started
to use:





Improved visibility, tracking and reports:





Questions?