

Business Operations
J.E. Surash, P.E., Chief Business Officer

SUBJECT: COMMISSIONING OF THE ARCHITECTURAL PARTNERSHIP, INC., PEREZ & PEREZ ARCHITECTS PLANNERS, INC., LAURA M. PEREZ & ASSOCIATES, INC., EDWARDS & KELCEY, INC., BROWN + BROWN ARCHITECTS, KVH ARCHITECTS P.A., AND ACAI ASSOCIATES, INC., TO PROVIDE ARCHITECTURAL/ENGINEERING PROJECTS CONSULTANT (A/EPC) SERVICES FOR MISCELLANEOUS PROJECTS OF UP TO \$1.0 MILLION EACH FOR A FOUR-YEAR TERM

COMMITTEE: FACILITIES MANAGEMENT

Staff has completed the selection process for firms to provide Architectural/Engineering Projects Consultant (A/EPC) services for miscellaneous projects with a construction cost of up to \$1 million and study activities with professional fees of up to \$50,000 under a four-year term contract. Twenty-nine (29) firms applied for this contract. Based on the established evaluation criteria, fifteen (15) firms were short-listed. The Selection Committee interviewed the fifteen (15) firms and ranked them as follows:

- 1) The Architectural Partnership, Inc. (TAP) (South Miami, FL)
- 2) Perez & Perez Architects Planners, Inc. (P&P) (Coral Gables, FL)
- 3) Post Buckley Schuh & Jernigan (PBS&J) (Miami, FL)
- 4) Laura M. Perez & Associates, Inc. (LMP) (Miami, FL)
- 5) Edwards & Kelcey, Inc. (E&K) (Miami, FL)
- 6) Brown + Brown Architects (B+B) (Miami, FL)
- 7) KVH Architects, P.A. (KVH) (Miami, FL)
- 8) ACAI Associates, Inc. (ACAI) (Miami, FL)
- 9) APEC Consultants, Inc. (Miami, FL)
- 10) Harper Partners, Inc. (Coral Gables, FL)
- 11) Architeknic Architects & Planners (Miami, FL)
- 12) M.C. Harry & Associates (Miami, FL)
- 13) LIVS Associates (Coral Gables, FL)
- 14) Mateu Architecture (Miami, FL)
- 15) SBLM Architects, P.C. (Miami, FL)

The Selection Committee was comprised of the following individuals:

COMMITTEE MEMBER:	REPRESENTING:
Francis Hoar	Office of the Superintendent
Larry Freeland	Capital Improvement Projects
Carlton Crawl	Capital Improvement Projects
Serge Castoriano	Educational Facilities Compliance
Sharon Grau	A/E Selection, Negotiations & Design Mngt.
Patricia Freeman (non-voting)	Division of Business Development & Assistance
Mike Hernandez (non-voting)	Office of Management & Compliance Audits

Staff initiated negotiations for this term contract based on the order of ranking and has, so far, successfully completed negotiations with TAP, P&P, LMP, E&K, B+B, KVH, and ACAI. The firm of Post Buckley Schuh & Jernigan withdrew from further consideration.

The negotiated fees for Basic Services will be based on a percentage of the construction budget approved by staff prior to the start of each project. At the Board's option, the A/EPC will conduct on-site observations (site visits) and/or additional project meetings during construction at agreed to rates. The fees for Basic Services, site visits, additional project meetings and principals' hourly rates are shown on **Attachment "A"**.

1. For development of record drawings and verification of field conditions, the agreed to fee for each A/EPC firm shall be as follows:

<u>Construction Budget</u>		<u>Hourly Rate Basis</u>
<u>From</u>	<u>To</u>	<u>Not-to-Exceed Fee</u>
\$ - 0 --	\$ 250,000	\$ 2,500
250,001	500,000	5,000
500,001	750,000	7,500
750,001	1,000,000	10,000
Re-roofing projects (all)		3,500

2. For study activities with professional fees of up to \$50,000, the Board and the A/EPC must agree in writing prior to the commencement of work, on the maximum number of hours and a not-to-exceed amount, or in the case of a lump sum fee, the amount for each applicable project.
3. The provisional multiplier for hourly compensation was limited to **2.45**. This rate is subject to audit by the Board and may be adjusted as the result of audit findings. If so, any changes would be submitted to the Board for final approval.

4. The multiplier for Direct Personnel Expense, for assignment of A/EPC technical staff (i.e. Architects, Engineers, Project Managers and Field Representatives) to specific projects and working in offices other than the A/EPC's own offices, shall be limited to **1.70** a multiplier times the actual hourly rates.
5. The A/EPC shall maintain at least a \$1,000,000 general practice professional liability insurance policy with a maximum deductible of \$25,000, throughout the term of their agreement. This limit and terms are as recommended by the District's Office of Risk & Benefits Management.
6. Other Terms and Conditions:
 - a) The agreements provide for termination by the Board, with or without cause, upon thirty (30) days written notice to the A/EPC. The A/EPC may terminate the agreement, with cause only, upon thirty (30) days written notice to the Board.
 - b) The Board is under no obligation to assign a minimum number of projects nor to compensate a minimum amount to any one A/EPC firm.
7. The term of each agreement shall be for a four-year period, commencing April 14, 2004 through April 13, 2008, with the second, third and fourth years being at the Board's option. Since the second, third and fourth years are at the Board's option, each of these years must be approved and ratified by the Board.
8. A listing of prior commissionings for these firms will be submitted to the Board under separate cover.

Based on a performance scale of one to five (1-5), the most recent overall performance evaluation score issued to the firms, as of December 31, 2003, is as follows:

- TAP 3.19
- P&P N/A
- LMP 3.49
- E&K 3.32
- B+B 3.07
- KVH 3.33
- ACAI N/A

9. Firms' Principals and Addresses:

- **TAP** Jorge R. Cibran
5710 S.W. 41st Street, Miami, Florida 33155
- **P&P** Daniel Perez-Zarraga.
2121 Douglas Road, Miami, Florida 33145
- **LMP** Laura M. Perez
2401 N. W. 7th Street, Miami, Florida 33125
- **E&K** Anthony E. Tzamtzis
7300 North Kendall Drive, Miami, Florida 33156
- **B+B** William F. Brown
7100 N. W. 99th Avenue, Miami, Florida 33173
- **KVH** Caridad Hidalgo-Gato
3900 S. W. 79th Avenue, Miami, Florida 33166
- **ACAI** Adolfo Cortilla, Jr.
2990 S. W. 35th Avenue, Miami, Florida 33133

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission the firms of The Architectural Partnership, Inc., Perez & Perez Architects Planners, Inc., Laura M. Perez & Associates, Inc., Edwards & Kelcey, Inc., Brown & Brown Architects, KVH Architects, P.A., and ACAI Associates, Inc., to provide Architectural/Engineering Projects Consultant (A/EPC) services for miscellaneous projects of up to \$1.0 million, for a four-year term, under the above terms and conditions.

NAD:SG:rg

A/EPC BASIC SERVICES (FULL DESIGN SERVICE) - FOR ALL PROJECTS EXCEPT RE-ROOFING

CONSTRUCTION BUDGET		TAP		P&P		LMP		E&K		B+B		KVH		ACAI	
		D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA
\$	0		--	--	--	--	--	--	--	--	--	--	--	--	--
	50,001	8.63	11.50	8.63	11.50	8.63	11.50	8.44	11.25	8.44	11.25	8.30	11.00	8.44	11.25
	100,001	7.88	10.50	7.88	10.50	7.88	10.50	7.69	10.25	7.69	10.25	7.50	10.00	7.69	10.25
	200,001	7.31	9.75	7.31	9.75	7.31	9.75	7.12	9.50	6.95	9.25	7.10	9.50	7.08	9.44
	300,001	6.56	8.75	6.56	8.75	6.56	8.75	6.19	8.25	6.40	8.50	6.40	8.50	6.19	8.25
	500,001	6.00	8.00	6.00	8.00	6.00	8.00	5.62	7.50	5.80	7.75	6.00	8.00	5.63	7.50
	750,001	5.63	7.50	5.63	7.50	5.63	7.50	5.25	7.00	5.25	7.00	5.60	7.50	5.25	7.00

A/EPC BASIC SERVICES (PHASE II/III DESIGN ONLY) - FOR ALL PROJECTS EXCEPT RE-ROOFING

CONSTRUCTION BUDGET		TAP		P&P		LMP		E&K		B+B		KVH		ACAI	
		D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA
\$	0		--	--	--	--	--	--	--	--	--	--	--	--	--
	50,001	7.88	10.50	7.88	10.50	7.69	10.25	7.69	10.25	7.69	10.25	7.50	10.00	7.69	10.25
	100,001	7.13	9.50	7.13	9.50	6.94	9.25	6.94	9.25	6.94	9.25	6.94	9.25	6.94	9.25
	200,001	6.56	8.75	6.56	8.75	6.38	8.50	6.38	8.50	6.56	8.75	6.38	8.50	6.38	8.50
	300,001	6.19	8.25	6.19	8.25	6.00	8.00	5.81	7.75	6.00	8.00	6.00	8.00	5.81	7.75
	500,001	5.63	7.50	5.63	7.50	5.44	7.25	5.25	7.00	5.44	7.25	5.44	7.25	5.25	7.00
	750,001	5.25	7.00	5.25	7.00	5.06	6.75	4.88	6.50	5.25	7.00	5.06	6.75	4.88	6.50

Fee as a percentage Construction Budget

LEGEND:

- D = Design Services Only
- D+CA = Design Services and Construction Administration
- TAP = The Architectural Partnership, Inc.
- P&P = Perez & Perez Architects Planners, Inc.
- LMP = Laura M. Perez & Associates, Inc.
- E&K = Edwards & Kelcey
- B+B = Brown + Brown Architects
- KVH = KVH Architects P.A.
- ACAI = ACAI Associates, Inc.

A/EPC RE-ROOFING PROJECTS

CONSTRUCTION BUDGET		TAP		P&P		LMP		E&K		B+B		KVH		ACAI	
FROM	TO	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA
\$ 0	\$ 50,000	--	--	--	--	--	--	--	--	--	--	--	--	--	--
50,001	100,000	7.50	10.00	7.50	10.00	7.50	10.00	7.31	9.75	7.50	10.00	7.10	9.50	7.31	9.75
100,001	200,000	6.75	9.00	6.75	9.00	6.75	9.00	6.56	8.75	6.75	9.00	6.56	8.75	6.56	8.75
200,001	300,000	6.19	8.25	6.19	8.25	6.19	8.25	6.00	8.00	6.00	8.00	6.19	8.25	6.00	8.00
300,001	500,000	5.25	7.00	5.25	7.00	5.25	7.00	4.88	6.50	5.25	7.00	5.25	7.00	4.88	6.50
500,001	750,000	5.15	6.87	5.15	6.87	5.15	6.87	4.78	6.37	4.69	6.25	4.69	6.25	4.69	6.25
750,001	1,000,000	4.46	5.95	4.46	5.95	4.46	5.95	4.08	5.45	4.15	5.50	4.31	5.75	4.13	5.50

A/EPC EMERGENCY RE-ROOFING PROJECTS

CONSTRUCTION BUDGET		TAP		P&P		LMP		E&K		B+B		KVH		ACAI	
FROM	TO	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA	D	D+CA
\$ 0	\$ 500,000	--	--	--	--	--	--	--	--	--	--	--	--	--	--
500,001	750,000	5.81	7.75	5.81	7.75	5.81	7.75	5.63	7.50	5.44	7.25	5.25	7.00	5.63	7.50
750,001	1,000,000	5.44	7.25	5.44	7.25	5.44	7.25	5.25	7.00	5.25	7.00	5.06	6.75	5.25	7.00
1,000,001	1,250,000	4.69	6.25	5.06	6.75	4.69	6.25	4.69	6.25	4.88	6.50	4.88	6.50	4.69	6.25
1,250,001	3,000,000	4.46	5.95	4.69	6.25	4.46	5.95	4.31	5.75	4.50	6.00	4.50	6.00	4.31	5.75
3,000,001	10,000,000	4.31	5.75	4.31	5.75	4.31	5.75	3.94	5.25	4.13	5.50	3.94	5.25	3.94	5.25

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A/EPC SITE VISITS (\$ /MSIT)									
	TAP	P&P	LMP	E&K	B+B	KVH	ACAI		
A/EPC (Architect)	250	250	250	250	250	250	225		
A/EPC Electrical Engineer	250	250	250	200	250	225	200		
A/EPC Mechanical Engineer	250	250	250	200	250	225	200		
A/EPC Structural Engineer	250	250	250	200	250	225	200		
A/EPC Civil Engineer	250	250	250	200	250	225	200		

A/EPC ADDITIONAL PROJECT MEETINGS (\$ /MEETING)									
	TAP	P&P	LMP	E&K	B+B	KVH	ACAI		
A/EPC (Architect)	350	350	325	275	350	325	300		
A/EPC Electrical Engineer	250	250	250	200	250	225	250		
A/EPC Mechanical Engineer	250	250	250	200	250	225	250		
A/EPC Structural Engineer	250	250	250	200	250	225	250		
A/EPC Civil Engineer	250	250	250	200	250	225	250		

A/EPC HOURLY RATES (\$ /HOUR)									
	TAP	P&P	LMP	E&K	B+B	KVH	ACAI		
Principal: A/EPC (Architect)	125	125	125	125	125	125	125		
Principal: A/EPC (Elect. Engineer)	110	125	110	110	110	110	115		
Principal: A/EPC (Mech. Engineer)	110	125	110	110	110	110	115		
Principal: A/EPC (Struct. Engineer)	110	125	110	110	110	110	115		
Principal: A/EPC (Civil Engineer)	110	125	110	110	110	110	115		

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