

Business Operations  
Ofelia San Pedro, Deputy Superintendent

**SUBJECT: COMMISSIONING OF HARPER AIKEN PARTNERS, INC., AS PROJECT ARCHITECT/ENGINEERS FOR NEW MEDIA CENTER AT NORTH HIALEAH ELEMENTARY, PROJECT NO. A0750D, MASTER PLANNING FOR NEW CAFETORIUM AND MEDIA CENTER AT SKYWAY ELEMENTARY, PROJECT NO. A01097 AND AT PALM SPRINGS NORTH ELEMENTARY, PROJECT NO. A01001**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

Introduction

Staff has completed the selection process for one or more Architect/Engineers (A/E) to provide Design Criteria or Architectural/Engineering services for the Facilities Work Program FY 03-04 (as may be amended from time to time) for New Additions, Remodeling & Renovation Projects at North Hialeah Elementary, Skyway Elementary and Palm Springs North Elementary.

Of seventeen firms that applied, four firms were short-listed. On March 16, 2005, the A/E Selection Committee interviewed and ranked the following four firms:

<u>Ranking</u>	<u>Firm</u>
1	Harper Partners, Inc. (currently doing business as Harper Aiken Partners, Inc.)
2	Brown and Brown Architects
3	Wolfberg Alvarez & Partners
4	KVH Architects, P.A.

The following individuals served on the A/E Selection Committee:

<u>Committee Members</u>	<u>Representing</u>
• Janet Kelly	Appointee of the Superintendent
• Silvia Gonzalez	Facilities Management
• Juan Contijoch	Facilities Management
• Wilfredo Sabater	Facilities Management
• Lissette Gonzalez	Dept. of A/E Selection, Negotiations & Design Mngt.

Staff selected the first-ranked firm of Harper Partners, Inc., as Project A/E (including all required consultants) for the New Media Center at North Hialeah Elementary and for the Master Planning (Phase I) at Skyway Elementary and at Palm Springs North Elementary.

Project Scope

1. NORTH HIALEAH ELEMENTARY - New Media Center, Project No. A0750D. Scope of work includes, but is not limited to, new Media Center, covered walkways and remodeling of existing Media Center into two (2) intermediate classrooms.
  - Construction budget of \$ 953,568
  
2. SKYWAY ELEMENTARY - New Cafetorium and Media Center, Project No. A01001. Scope of work includes, but is not limited to, master plan for a new Media Center and Cafetorium, new parking (80 spaces) and remodeling of selective rooms. This project also includes covered walkways to parents and bus drop-off as an alternate.
  - Construction budget of \$ 2,985,350
  
3. PALM SPRINGS NORTH ELEMENTARY - New Cafetorium and Media Center, Project No. A01097. Scope of work includes, but is not limited to, master plan for a new Media Center and Cafetorium, covered walkways, remodeling of selective classrooms and security surveillance system. This project also includes new parking and bus drop-off with covered walkways as an alternate.
  - Construction budget of \$ 4,055,884

The overall total construction budget all three projects is \$ 7,994,802. Construction of these projects will be executed via Conventional Bid or Construction Management at-Risk.

Negotiations with Harper Partners, Inc. (HP) have been successfully concluded as follows:

Terms & Conditions

The negotiated lump sum basic services fee agreed to by HP for scope/budget/schedule validation, preparation of design and construction documents, and subsequent construction administration for North Hialeah Middle is \$122,000. This fee represents 12.79% of the estimated construction cost of \$ 953,568. The negotiated lump sum fee agreed to by HP for master planning services for Skyway Elementary and Palm Springs North Elementary is \$29,000 for each facility.

A summary of the negotiated basic services fee is as follows:

SCHEDULE OF PROJECT FEES FOR:	MASTER PLANNING	PHASES I, II / III, BIDDING & CA
1. North Hialeah Elementary	N/A	\$122,000
2. Skyway Elementary	\$29,000	To be Negotiated

3. Palm Spring North Elementary	\$29,000	To be negotiated
<b>BASIC SERVICES FEE</b>	<b>\$58,000</b>	<b>\$122,000</b>
<b>TOTAL BASIC SERVICES FEE</b>	<b>\$ 180,000</b>	

Basic services fee for design, bidding and CA shall be paid based on the approved completion of the following phases (North Hialeah Elementary):

- Phase I (100%) 20%
- Phase II/III (50%) 20%
- Phase II/III (100%) 25%
- Bidding and Award 5%
- CA through substantial completion 25%
- Punchlist and Closeout 4%
- Warranty Services 1%

The following services, to be utilized at the authorization of the Board's designee, were also negotiated:

- For North Hialeah Elementary, the A/E will provide up to 60 site visits for the duration of the construction, at a fee of \$350/visit for the A/E architect and \$300/visit for the A/E engineering consultants (total not-to-exceed \$21,000);
- The cost of printing shall be reimbursed by the Board on a direct cost basis;
- A provisional multiplier for hourly compensation is limited to 2.45 for any additional work approved by staff;
- The A/E principals' rate is set at \$ 125/hour for the A/E and Designated Specialists for any additional work approved by staff;
- The A/E shall maintain no less than a \$1 million professional liability insurance policy with a maximum deductible of \$50,000 (for North Hialeah Elementary);
- The agreement may be terminated by the Board, with or without cause, upon thirty (30) days written notice to the A/E; whereas, the A/E may terminate the agreement, with cause only, upon thirty (30) days written notice to the Board; and
- The A/E has agreed to the contract terms and conditions and will commence

services upon Board commissioning and complete the Phase III documents by September 26, 2005 for North Hialeah Elementary and master planning for Skyway Elementary and Palm Springs North Elementary by May 20, 2005.

#### Project Fund

The funding source for this project is as follows:

PROJECT No.	Fund	Object	Location	Program	Function
A0750D	0313	5630	3901	2184	7400
A01097	0306	5630	6511	2793	7400
A01001	0350	5630	4281	2223	7400

#### Prior Commissioning & Performance Evaluation

The Board has not commissioned HP contracts within the last three years.

The most recent overall performance evaluation score issued by staff to HP was for the quarter ending December 31, 2004. Based on a scale of 1-5, the firm received a score of 3.18 for A/E Services.

#### Principals

The Principal of HP responsible for these projects is David Michael Harper. The firm is located at 201 Alhambra Circle, Suite 800, Coral Gables, Florida 33134.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, commission Harper Aiken Partners, Inc., as Project Architect/Engineers for New Media Center at North Hialeah Elementary, Project No. A0750D, Master Planning for Cafetorium and Media Center at Skyway Elementary, Project No. A01097 and at Palm Springs North Elementary, Project No. A01001; under the following terms and conditions:

- 1) a lump sum basic services fee of \$180,000; and
- 2) additional terms and conditions as set forth in the body of the agenda item.

NAD:LG:rg