

Office of School Facilities
Rose Diamond, Chief Facilities Officer

SUBJECT: COMMISSIONING OF ADA ENGINEERING, INC., AS SPECIAL PROJECTS CONSULTANTS (SPC) - ELECTRICAL ENGINEERING DESIGN SERVICES FOR MISCELLANEOUS PROJECTS UP TO \$1.0 MILLION EACH FOR A FOUR-YEAR TERM

COMMITTEE: FACILITIES AND CONSTRUCTION REFORM

Introduction

Staff has completed the selection process for one or more Special Project Consultants to provide Electrical Engineering Design Services, for miscellaneous projects in which the construction cost estimates do not exceed the current statutory limit of 1 million. These firms will be contracted for a period of four (4) years with the second, third and fourth years being at the Board's option.

Six (6) firms applied and on September 5, 2006, the Selection Committee interviewed and ranked the following three (3) firms:

- 1 ADA Engineering, Inc. (ADA)
- 2 PROCON Engineering, Inc.
- 3 Truglio Wei & Ramos Consulting Engineers

Basulto & Associates, LIVS Associates and The RC Group have an existing contract for Electrical SPC and were therefore not considered.

The Selection Committee was comprised of the following individuals:

<u>Committee Member</u>	<u>Representing</u>
Dr. Bhagwan Gupta, Admin. Dir., Facilities	Office of the Superintendent
Jorge Dorrbecker, Director I, Maintenance	Maintenance Operations
Marvin Francisco, Director I, Maintenance	Maintenance Operations
Anthony Adams, Director I, Maintenance	Maintenance Operations
Carlton Crawl, Coordinator, A/E Selection	A/E Selection, Negotiations & Design Mngt.

The top ranked firm, ADA Engineering, Inc., (ADA), was selected as Special Projects Consultant (SPC) to provide Electrical Engineering Design Services.

The negotiated fees for Basic Services are based on a percentage of the construction budget as approved by staff prior to the start of each project. Individual work orders will be issued for required services based on percentage fee converted to Lump Sum (LS) fee. At the Board designee's option, the SPC will conduct on-site observations (site visits) and/or additional project meetings during construction at agreed upon rates. Negotiations with ADA have been successfully completed as follows:

Terms and Conditions

A. Basic Services

Basic Services Fees include all required services and consultants, unless otherwise noted in a specific Work Order. Basic Services fees shall be paid based on the percentage of completion per the Agreement.

BASIC SERVICES FEE SCHEDULE				
CONSTRUCTION BUDGET	FULL DESIGN SERVICES		PHASE II / III ONLY	
	DESIGN SERVICES ONLY	DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION	DESIGN SERVICES ONLY	DESIGN SERVICES AND CONSTRUCTION ADMINISTRATION
Up to \$50,000	HRLY / LS	HRLY / LS	HRLY / LS	HRLY / LS
\$ 50,001 to \$ 100,000	7.88%	10.50%	7.50%	10.00%
\$ 100,001 to \$ 200,000	7.31%	9.75%	6.75%	9.00%
\$ 200,001 to \$ 300,000	6.94%	9.25%	6.25%	8.25%
\$ 300,001 to \$ 500,000	6.38%	8.13%	5.50%	7.50%
\$ 500,001 to \$ 750,000	5.81%	7.75%	5.00%	7.00%
\$ 750,001 to \$ 1,000,000	5.25%	7.00%	4.65%	6.50%

SPC AND DESIGNATED SPECIALISTS (*)	Site Visits \$ 250 / Visit	Additional Project Meetings \$ 250 / Visit	Hourly Rates \$ 125
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(*) Architect, Mechanical Engineer, Structural Engineer, Civil Engineer and Landscape Architect

B. Other Terms and Conditions

- The term of the Agreement is for a four-year period, commencing October 11, 2006 through October 10, 2010, with the second, third and fourth year renewal at the Board's option.
- In the absence of record drawings, compensation for services performed for the development of record drawings and verification of existing field conditions will be based on a not-to-exceed hourly rate basis as follows:

RECORD DRAWINGS AND EXISTING CONDITIONS VERIFICATION		
CONSTRUCTION BUDGET		Hourly Rates Not-to-Exceed LS Fee
From	To	
\$ - 0 -	\$ 250,000	\$ 2,500
\$ 250,001	\$ 500,000	\$ 5,000
\$ 500,001	\$ 750,000	\$ 7,500
\$ 750,001	\$ 1,000,000	\$ 10,000

- For study activities with professional fees of up to \$50,000, the board and the SPC must agree in writing prior to the commencement of the 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.
- The provisional multiplier for hourly compensation shall be 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.
- The multiplier for Direct Personnel Expense, for assignment of SPC technical staff (i.e. Architects, Engineers, Project Managers and Field Representatives) to specific projects and working in offices other than the SPC's own offices, shall be limited to a **1.70** multiplier times the actual hourly rates.
- The agreements provide for indemnification and hold harmless provisions to the Board and its employees by the consultant due to consultant's negligence. The consultant shall maintain at least a \$1,000,000 Professional Liability insurance policy with a maximum deductible of \$25,000 per claim. These limits and terms are as recommended by the District's Office of Risk & Benefits Management.
- The agreement may be terminated by Board, with or without cause, upon thirty (30) days written notice to consultant; whereas, the consultant may terminate the agreement with cause only upon thirty (30) days written notice to the Board.
- The Board is under no obligation to assign a minimum number of projects nor to compensate a minimum amount to any one SPC firm.
- ADA has agreed to the Terms and Conditions of the Agreement and will commence services upon commissioning by the Board.

Prior Commissioning & Performance Evaluation

The Board has commissioned ADA Engineering for the following projects and/or continuing contracts within the last three years:

- Greynolds Park Elementary, Greynolds Park Primary Learning Center, Project No. A010999 and Scott Lake Elementary, Project No. A01141.
A/E Services
Date Commissioned: June 14, 2006
- A/E Services for Deferred Maintenance Package #18, General Repairs and Rehabilitation at Flamingo Elementary, Project No. 00259100
A/E Services
Date Commissioned: February 15, 2006
- Special Projects Consultant (SPC) - Civil Engineering services for miscellaneous projects up to \$1.0 million each for a four-year term
Date Commissioned: February 16, 2005
- Construction Scheduling Services, for a four-year term
Date Commissioned: December 15, 2004
- Construction Cost Estimating services, for a four-year term
Date Commissioned: December 15, 2004

The most recent overall performance evaluation score issued by staff to ADA Engineering, Inc., was for the quarter ending June 30, 2006. Based on a scale of 1 - 5, the firm received a score of 3.38 for A/E services.

Principal

The Principal/Owner designated to be directly responsible to the Board for ADA Engineering, Inc is Alberto D. Argudin. The firm is located at 11401 S.W. 40th Street, Suite 470, Miami, Fl. 33165.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, commission the firm of ADA Engineering, Inc., as Special Projects Consultant - Electrical Engineering Design Services for miscellaneous projects for a four-year term commencing on October 11, 2006, through October 10, 2010, for the following considerations:

- 1) Negotiated fees based on the above schedules of fees; and
- 2) other Terms and Conditions as set forth in the body of the agenda item and the agreement.