

Office of School Facilities  
Rose Diamond, Chief Facilities Officer

**SUBJECT: COMMISSIONING OF LANDERA ASSOCIATES, PA, AS ARCHITECT/ENGINEER OF RECORD FOR RE-ROOFING TERM BID, AT VARIOUS LOCATIONS PROJECT NO. 00390000**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

**Introduction**

In February 2006, a Request for Qualifications was advertised for one (or more) Architect/Engineer (A/E) firms to provide architectural/engineering services for the Facilities Work Program through FY '09, for New Schools, Additions and Remodeling & Renovation Projects. Three categories were identified for the solicitation: Category A – projects with construction cost estimates greater than \$15 million; Category B – projects with construction cost estimates between \$5 million and \$15 million; and Category C – projects with an estimated construction cost between \$1 million and \$5 million.

Staff has completed the selection process for **Category C**. Four firms applied, were evaluated, and have been ranked based upon their Initial Screening Score. One firm was disqualified. In addition, four firms from Category B were re-assigned by staff to Category C, based upon the minimum requirements stated in the legal advertisement. All seven firms qualified; therefore the interview process was not required. The firms in Category C are as follows:

- 1 ACAI Associates, Inc.
- 2 Elements, LLC
- 3 Architektnics, Inc.
- 4 LIVS Associates, Inc.
- 5 Landera Associates, PA
- 6 Alleguez Architecture, Inc.
- 7 GLE Associates, Inc.

Assignment of projects is based on alignment of firm's capabilities, workload, construction values and scheduling of each project.

**Based on the above criteria, staff assigned Landera Associates, PA as Architect/Engineer of Record for Re-Roofing Term Bid at Various Locations, Project No. 00390000.**

Negotiations with Landera Associates, PA have been successfully concluded as follows:

**Scope**

The scope of services includes, but is not limited to, development of a new Re-roofing Term Bid Manual to be used through-out the District at various sites. This manual will contain instructions to bidders with required forms, technical specifications for several types of roofing systems and components and standard drawing details for each system. The Re-roofing Program may include individual projects up to \$5 million each (up to \$20 million total potential roofing program value). The A/E shall prepare and submit the Re-roofing Term Bid Manual for review and approval by December 1, 2006. Said manual is to serve as roofing guidelines throughout various locations as determined by the MDCPS Roofing Department.

**Terms & Conditions**

**A. Services Fees:**

The A/E has agreed to lump sum fees which include all required services and consultants as follows:

<b>FEE SCHEDULE</b>	<b>FEE</b>
<b>Re-roofing Term Bid Manual</b>	<b>\$ 22,000</b>

<b>Supporting Services (when authorized by the Roofing Department)</b>	
Site Visits	\$ 300
Construction Visits	\$ 400
Close-Out Services:	
• Submittal of FM5463 Form	\$ 2,000
• Roof As-Built Plans:	
o Elementary or Middle Learning Centers	\$ 5,000
o Middle school or K-8 Center	\$ 6,500
o Senior high school	\$ 9,000

**B. Other Terms and Conditions**

- Following the approval of the new Re-roofing Term Bid Manual, the A/E may be required to provide supporting services as listed in the Fee Schedule for individual projects. However, the Board is under no obligation to assign a minimum number of projects to the A/E; and

- A/E-requested testing shall be arranged and paid for by the Board; specialized testing, pre-approved by the Board, but not available through the Board, shall be reimbursed by the Board on a direct cost basis;
- The cost of printing will be reimbursed by the Board on a direct cost basis, per conditions stipulated by the A/E Agreement;
- The Principals' rates are set at **\$125/hour** for the Architect, and **\$100/hour** for the Designated Specialists, for Board-authorized additional services;
- The provisional multiplier for hourly compensation is limited to **2.45** for any additional services approved by the Board;
- The A/E shall maintain no less than a \$1 million professional liability insurance policy with a maximum deductible of \$25,000;
- 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;
- The A/E has agreed to the time-sensitive schedule and terms and conditions of the Agreement, and will commence services upon Board commissioning.

### **Prior Commissioning & Performance Evaluation**

The Board has commissioned Landera Associates, PA for the following projects within the last three years:

- Special Project Consultants (SPC) – Architectural Services  
Full A/E Services  
Date of Commission: 07-11-02 through 07-10-04 (Extension to 01-06-05)
- Architectural/Engineering Projects Consultant (A/EPC)  
Full A/E Services  
Date of Commission: 10-24-02 through 10-23-04

The most recent overall performance evaluation score issued by staff to Landera Associates, PA was for the quarter ending June 2006. Based on a performance scale of 1-5, the firm received a score of 3.46.

### **Principal**

The Principal/Owner designated to be directly responsible to the Board for Landera Associates, PA, is Osvaldo L. Landera. The firm is located at 6080 Bird Road, Suite 4, Miami, Florida. 33155.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, commission Landera Associates, PA as Architect/Engineer of Record for Re-Roofing Term Bid at Various Locations, as follows:

- 1) a lump sum fee of \$ 22,000 for the Re-roofing Term Bid Manual A/E services and supporting services as listed on the Fee Schedule herein; and
- 2) the Scope and all the Terms and Conditions as set forth in the body of the agenda item.

NAD:JFC:jfc