

Office of School Facilities  
Jaime G. Torrens, Chief Facilities Officer

**SUBJECT: COMMISSIONING OF ELEMENTS, LLC, AS ARCHITECT/ENGINEER OF RECORD FOR ELECTRICAL UPGRADES AT FREDERICK DOUGLASS ELEMENTARY SCHOOL, PROJECT NO. 00444900; AND HVAC REPLACEMENT AT CAMPBELL DRIVE MIDDLE SCHOOL, PROJECT NO. 00446100.**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

**LINK TO STRATEGIC PLAN: IMPROVE CONSTRUCTION SERVICES**

#### Introduction

In February 2006, a solicitation was issued for one (or more) Architectural/Engineering (A/E) firms to provide services for the Facilities Work Program through FY 08-09, 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 construction cost estimates less than \$5 million.

Staff evaluated and ranked the firms in Category C as follows:

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

#### Project Assignments

Assignment of projects is based on alignment of firm's capabilities, performance, workload, construction values and scheduling of each project. Based on the above criteria, staff assigned Elements, LLC, (Elements) as Architect/Engineer of Record for Electrical Upgrades at Frederick Douglass Elementary School, Project No. 00444900; and HVAC Replacement at Campbell Drive Middle School, Project No. 00446100.

Negotiations with Elements have been successfully concluded and the firm has agreed to provide full A/E services as follows:

A. Project Scope – Frederick Douglass Elementary School

Replacement of electrical panels and feeder wire; fire alarm system; kitchen hood; and lighting up-grades in storage rooms and stage area.

Construction Budget: Not-to-exceed \$1,134,000

B. Project Scope – Campbell Drive Middle School

Replacement of approximately 18 air handling units and controls. Part I is replacement of HVAC controls. Part II is replacement of HVAC equipment.

Part I Construction Budget: Not-to-exceed \$900,000

Part II Construction Budget: Not-to-exceed \$1,500,000 (not currently funded)

Construction of the projects at both schools will be executed using the Construction Management (CM) at-Risk delivery method. The selected CM at-Risk firm may be required to submit multiple Guaranteed Maximum Price (GMP) proposals for the project. If accepted by staff, the negotiated GMP Proposal(s) will be submitted to the Board for approval.

Project Schedules:

A. Douglass Elementary

Phase I and System Analysis:	February 1, 2008
Phase II/III 50% Submittal:	March 28, 2008
Phase III 100% Submittal:	June 9, 2008

B. Campbell Drive Middle

Phase I and System Analysis:	February 13, 2008
Phase II/III 50% Submittal:	April 23, 2008
Phase III 100% Submittal:	July 2, 2008

Construction duration for Frederick Douglass Elementary and Campbell Drive Middle Part I is planned at thirteen months with the following target milestone dates:

Bid/Award/GMP:	August 2008
Substantial Completion:	September 2009

Construction duration for Campbell Drive Middle Part II is planned at thirteen months with target dates not identified until funding is available.

Terms & Conditions

A. Basic Services Fees:

- Frederick Douglass Elementary School - Elements has agreed to a lump sum fee for Basic Services of \$90,000 which represents approximately 7.94% of the estimated total Construction Budget of \$1,134,000. This fee includes all required services and consultants. Basic Services fees shall be paid based on completion of the phases listed below.
- Campbell Drive Middle School - Elements has agreed to a lump sum fee for Basic Services of \$190,000 which represents approximately 7.92% of the estimated total Construction Budget of \$2,400,000 (Part I and II). This fee includes all required services and consultants. Basic Services fees shall be paid based on completion of the following phases.

BASIC SERVICES - PHASE DESCRIPTION	FREDERICK DOUGLASS ELEMENTARY		CAMPBELL DRIVE MIDDLE PART I		CAMPBELL DRIVE MIDDLE PART II	
	% OF FEE	FEE AMOUNT	% OF FEE	FEE AMOUNT	% OF FEE	FEE AMOUNT
Phase II/III – Construction Documents, 50% completed	27.8%	\$25,000	32.9%	\$25,000	30.7%	\$35,000
Phase II/III – Construction Documents, 100% complete/approved	40.6%	\$36,000	33.8%	\$25,700	38.5%	\$43,900
Phase IV – Bid/Award	2.8%	\$2,500	3.8%	\$2,900	2.4%	\$2,700
Phase V – Construction Administration: a) Through Substantial Completion	25%	\$22,500	25%	\$19,000	25%	\$28,500
b) Punch List/ Closeout	2.8%	\$2,500	3.3%	\$2,500	2.6%	\$3,000
Phase VI – Warranty/Post Occupancy	1%	\$900	1.2%	\$900	0.8%	\$900
<b>TOTAL BASIC SERVICES FEE:</b>	<b>100%</b>	<b>\$90,000</b>	<b>100%</b>	<b>\$76,000</b>	<b>100%</b>	<b>\$114,000</b>

Should Part II funding become available for Campbell Drive Middle, the negotiated Construction Administration fees will be paid on completion of the above indicated phases.

B. Supporting Services Fees - The following services require prior written authorization by the Board-designee:

1. Final Scope Definition:

- Frederick Douglass Elementary \$8,000
- Campbell Drive Middle \$10,000

2. Site Visits: Elements and Designated Specialists will provide additional site visits at a flat fee of \$300/visit:

- Frederick Douglass Elementary  
30 additional visits: Not-to-exceed \$9,000
- Campbell Drive Middle  
Part I = 20 additional visits: Not-to-exceed \$6,000  
Part II = 20 additional visits: Not-to-exceed \$6,000

3. Development of As-built Drawings:

Conversion of as-built floor plans to Auto CADD  
\$1,000 per sheet NTE \$4,000 per school: Not-to-exceed \$8,000

Total Supporting Services Fees: Not-to-exceed \$47,000

C. Other Terms and Conditions:

- 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 \$155/hour for the Architect, and \$155/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; and

- The A/E has agreed to the terms and conditions of the AE Agreement, and will commence services upon Board commissioning.

### Project Funding

- A. Frederick Douglass Elementary School  
Fund: 0331 Object: 5680 Location: 1361 Program: 1513 Function: 400  
Fund: 0399 Object: 5680 Location: 1361 Program: 1513 Function: 400
- B. Campbell Drive Middle School (Part I)  
Fund: 0371 Object: 5680 Location: 6061 Program: 1120 Function: 400

### Prior Commissioning & Performance Evaluation

The Board has commissioned Elements for the following projects within the last three years:

- Deferred Maintenance Package # 25 – Coral Gables Senior  
AE Services  
Date Commissioned: September 13, 2006

A performance evaluation score has not been issued by staff to Elements.

### Principal

The Principal/Owner designated to be directly responsible to the Board for Elements is Mr. Nicholas Puglisi, AIA. The firm is located at 1699 Coral Way, Suite 503, Miami, Florida 33145.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, commission Elements, LLC, as Architect/Engineer of Record for Electrical Upgrades at Frederick Douglass Elementary School, Project No. 00444900; and HVAC Replacement at Campbell Drive Middle School, Project No. 00446100, as follows:

- 1) Frederick Douglass Elementary School: a lump sum fee of \$90,000 for A/E Basic Services;
- 2) Campbell Drive Middle School a lump sum fee of \$76,000 for A/E Basic Services for Part I and a lump sum fee of \$114,000 for Part II;
- 3) the Projects Scopes and all the Terms and Conditions as set forth in the body of the agenda item.

NAD:EFW:ewf