

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

SUBJECT: COMMISSIONING OF R.J. HEISENBOTTLE ARCHITECTS, PA, AS ARCHITECT/ENGINEER OF RECORD SHELTERED MARKET FOR SMALL BUSINESS ENTERPRISE FOR GENERAL OBLIGATION BOND (GOB) FUNDED RENOVATIONS (PROJECT NO. 01433400) AND NON-GOB-FUNDED ADDITION, REMODEL, RENOVATIONS (PROJECT NO. 01436100) AT DESIGN & ARCHITECTURE SENIOR HIGH SCHOOL, LOCATED AT 4001 NE 2 AVENUE, MIAMI, FLORIDA 33137

COMMITTEE: FACILITIES AND CONSTRUCTION REFORM

LINK TO STRATEGIC FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY

Introduction

In September of 2014, a solicitation was published to competitively select an Architect/Engineer of Record (A/E) Sheltered Market for Small Business Enterprises for General Obligation Bond (GOB) funded Renovations (Project No. 01433400) and Non-GOB-funded Addition, Remodel, Renovations (Project No. 01436100) at Design & Architecture Senior High School (DASH).

Nineteen (19) firms responded to the solicitation. Eight (8) firms were not evaluated due to incomplete submittals; eleven (11) firms were evaluated; and seven (7) of those firms were short-listed to interview for the project. On November 17, 2014, the seven (7) short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	R. J. Heisenbottle Architects, PA ^(a)
2	Alleguez Architecture, Inc. ^{(a)(b)}
3	Livs Associates ^{(a)(b)}
4	KVH Architects, PA ^{(a)(b)}
5	Max Wolfe Sturman Architect, Inc. ^(a)
6	Laura M. Perez & Associates, Inc. ^{(a)(b)}
7	SR Architects, PA ^{(a)(b)}

- Notes: (a) Prime firm holds a current M-DCPS Small/Micro Business Enterprise (SBE/MBE) Certificate
(b) Prime firm holds a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate

This solicitation includes a mandatory SBE/MBE Sub-Consultant Goal of **20%** (as determined by the M-DCPS Goal Setting Committee).

Negotiations were successfully concluded and R. J. Heisenbottle Architects, PA (RJH) has agreed to provide Final Scope Definition Program (including phasing plans) and full A/E design and construction administration services as follows:

Project Scope and A/E Services

The project scopes include, but are not limited to:

- Project No. 01436100 (non-GOB funded)

Scheme "A"

New addition consists of a partial second floor addition at building 01 of approximately 13,070 GSF and would provide four general classrooms, three gallery/studios, art terrace/patio, male and female student and staff restrooms, conference room, teacher lounge, and all related support spaces. Remodeling of approximately 3,100 SF (rooms 109, 109A, 110, 110A and 110B at building 01) to provide one P.E. classroom, male and female lockers and toilet rooms.

Scheme "B"

New addition consists of a detached 2-story addition of approximately 13,070 GSF at the existing courtyard and connected to building 01 with a covered walkway. The proposed addition would provide a covered patio at the ground floor level. The 2nd and 3rd floor levels would consist of four general classrooms, three gallery/studios, art terrace/patio, male and female student and staff toilet rooms, conference room, teacher lounge, one P.E. classroom, male and female lockers, all related support spaces, and one half size basketball court at the roof level.

The Facilities List for this project shall be developed by the A/E of Record during the programming phase in consultation with School, Region and M-DCPS Planning Department.

- Project No. 01433400 (GOB funded)
Renovations include, but are not limited to, selective replacement of water coolers, selective replacement of security cameras, selective paint, complete HVAC system replacement in buildings 01 and 02 (including controls), selective replacement of classroom lavatories, installation of emergency exit signs, replacement of carpet, renovation of group toilets, selective replacement of base and upper cabinets and the re-roofing of building 02. Re-surfacing and re-striping of the courtyard play area

would be part of Scheme "A". Replacement of basketball standards would be part of both Schemes "A" and "B".

The A/E shall analyze the complete scope of work and determine the appropriate phasing of the projects to minimize any disruption to the daily operations of the school. The A/E shall also analyze the campus as a whole and determine the most efficient solution for the proposed addition and remodeling of the existing spaces in order to minimize cost and configuration changes to said spaces. Services include full A/E services, development of the program and final scope of work.

A/E services may include other services as required by the Board. The projects must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campuses. New construction shall be designed and constructed to meet the U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) for Schools rating system.

Construction Delivery Method

To minimize disruption to students and faculty during construction, and in accordance with M-DCPS' Construction Delivery Method Matrix, the Construction Management (CM) at-Risk delivery method will be used for this project. However, the Board reserves the right to utilize an alternate delivery method, if necessary.

Office of Economic Opportunity (OEO) Review

M-DCPS OEO staff reviewed the SBE/MBE and MWBE certification status of all team members and verified the existence of a Memorandum of Understanding for each team member outlining roles and responsibilities, as follows:

PRIME FIRM RJH is SBE (Tier 2) SUB-CONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
MEP Engineering, Inc.	Electrical & Mechanical Engineer	H	SBE (Tier 2)	17.5%
Laura Llerena & Associates, Inc.	Landscape Architect	HW	SBE	2.5%
TOTAL PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal 20%)				20.0%

OTHER NON-SBE/MBE SUB-CONSULTANTS	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY
DDA Engineers PA	Structural Engineer	H
Maurice Grey & Associates, Inc.	Civil Engineer	AA

Legend: H - Hispanic
HW - Hispanic Woman
AA - African American
SBE - Small Business Enterprise

Construction Budget:

- GOB Renovations, Project No. 01433400 \$1,651,309
- Non-GOB Addition/Remodel/Renovations, Project No. 01436100 \$2,600,000

Construction Budget for both projects: \$4,251,309

Project Schedule: RJH has agreed to the following time-sensitive document submittal schedule:

- Programming/Phasing/Final Scope Definition Program: January 9, 2015
- Phase I - Schematic Design: March 5, 2015
- Phase - II/III Construction Documents 50% complete: May 11, 2015
- Phase - II/III Construction Documents 100% complete and submitted for review and permitting: July 17, 2015

Note: The Phase submittal due dates described above are predicated on M-DCPS' approval of the Phasing/Final Scope Definition Program Report by January 19, 2015.

Project construction milestone dates are as follows:

- Board Award - GMP December 20115
- Construction - Substantial Completion by: May 2017
- Final Completion/Acceptance (Occupancy) by: July 2017

Terms & Conditions

A. Basic Services Fees:

RJH has agreed to a lump sum fee for Basic Services of \$320,000, which represents approximately 7.527% of the Construction Budget of \$4,251,309. This fee includes all required services, consultants and phasing of construction documents in order to comply with the project schedule, unless noted otherwise as supporting services.

Basic Services fees shall be paid based on completion of phases I, II, III, IV, V-B and VI as follows (Phase V-A may be paid monthly):

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase I - Schematic Design (complete/accepted by M-DCPS)	15%	\$ 48,000
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	20%	\$64,000
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	28%	\$89,600
Phase IV - Bid/Award	2%	\$ 6,400
Phase V - (A) Construction Administration	30%	\$96,000
Phase V - (B) Punch List/ Closeout	4%	\$ 12,800
Phase VI - Warranty/Post Occupancy	1%	\$ 3,200
TOTAL BASIC SERVICES FEE:	100%	\$320,000

B. Supporting Services Fees:

- 1) Final Scope Definition (with Phasing Plan) - Lump Sum Fee: \$ 18,000
(To be paid when document(s) are approved by M-DCPS)

The following services require prior written authorization by the Board's designee:

- 2) Additional Site Visits: A maximum of 100 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed (NTE): \$ 22,500
- 3) Threshold Inspections: A maximum of 60 threshold inspections at a flat fee of \$225/inspection, Not-to-Exceed (NTE): \$13,500

Total Supporting Services Fees - NTE: \$ 54,000

C. Other Terms & 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 \$112.50/hour for the Architect and \$112.50/hour for the Designated Specialists, for Board-authorized additional services.
- The standard multiplier for hourly compensation is limited to 2.21 for Board-authorized additional services.

- The A/E shall maintain no less than a \$1 million professional liability insurance policy with a maximum deductible of \$50,000, Worker's Compensation/ Employers Liability Insurance, Comprehensive General Liability and Comprehensive Auto Liability Insurance;
- 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 is required to submit monthly reports to the OEO documenting compliance with the mandatory SBE/MBE Sub-Consultant Utilization Goal; and
- The A/E has agreed to the terms and conditions of the Agreement and will commence services upon Board commissioning.

The Selection Committee consisted of the following individuals:

Committee Members

Representing

Dr. Stacey Mancuso, Principal, DASH	Superintendent of Schools
Nathaniel Miller, ABC Committee Member *	Community Representative
Torey Alston, Executive Director, OEO	M-DCPS OEO
Blanca Bazan, Sr. Project Manager CIP	M-DCPS Office of School Facilities
Silvia Gonzalez, Architect, Advance Planning	M-DCPS Office of School Facilities
Mario Gonzalez-Pola, CM Negotiations Manager	M-DCPS Office of School Facilities
Armando Ubals, Executive Director, CIP *	At-large Alternate

Note: * Due to an emergency, the Community Representative was unable to remain during the entire interview process; therefore, the At-large Alternate took his place.

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation and a representative of the Office of the Inspector General, Miami-Dade County, attended the interviews as observer. A representative of M-DCPS A/E Selection & Negotiations acted as the Facilitator (non-voting) for the interviews and as Chief Negotiator during negotiations.

Project Funding – GOB

Fund: 394000; Object: 563000; Location: 1708100; Program: 27510000; Function: 740000

Prior Commissioning & Performance Evaluation

- The Board has not commissioned RJH for A/E services within the last three years.
- The most recent overall performance evaluation score issued by staff to RJH, was for the quarter ending March 2014. Based on a performance scale of 1-5 (low to high), the firm received a score of 3.93.

Principal

The Principal/Owner designated to be directly responsible to the Board for R.J. Heisenbottle Architects, PA, is Richard J. Heisenbottle. The firm is located at 2199 Ponce de Leon Boulevard, Suite 100, Miami, Florida 33134.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission R.J. Heisenbottle Architects, PA, as Architect/Engineer of Record Sheltered Market for Small Business Enterprises for General Obligation Bond (GOB) funded Renovations (Project No. 01433400) and Non-GOB-funded Addition, Remodel, Renovations (Project No. 01436100) at Design & Architecture Senior High School, located at 4001 NE 2 Avenue, Miami, Florida 33137, as follows:

- 1) a lump sum fee of \$320,000 for A/E Basic Services; and
- 2) Supporting Services and fees, project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:CV:nad