

May 2, 2018

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

SUBJECT: COMMISSION OF M. HAJJAR & ASSOCIATES, INC., AS ARCHITECT/ENGINEER FOR PART 1 SERVICES (PROGRAM/MASTER PLAN) FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT JOELLA C. GOOD ELEMENTARY SCHOOL, LOCATED AT 6350 N.W. 188 TERRACE, MIAMI, FLORIDA 33015, PROJECT NUMBER 01529000

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction:

In October 2017, a solicitation (Request for Qualifications (RFQ) #158) was published to competitively select an Architect/Engineer of Record (A/E) for the following General Obligation Bond (GOB) funded projects under the "Procedures for the Selection of Architects and Engineers" (Pilot Program 2nd Revision dated September 6, 2016):

- Addition & Renovations at South Pointe Elementary School (ES)
1050 Fourth Street, Miami Beach, Florida, 33139, Project Number 01530400
- Renovations at Homestead Middle School (MS)
650 N.W. 2 Avenue, Homestead, Florida 33030, Project Number 01528900
- Renovations at Joella C. Good ES
6350 N.W. 188 Terrace, Miami, Florida 33015, Project Number 01529000
- Renovations at Everglades K-8 Center (K-8)
8375 S.W. 16 Street, Miami, Florida 33155, Project Number 01424800

Ten (10) firms responded to the solicitation. Two (2) firms were not evaluated due to incomplete RFQ submittal. Eight (8) firms were evaluated, short-listed and invited to interview. On March 13, 2018, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Laura M. Perez and Associates, Inc. ^{(a) (b)}
2	Wolfberg Alvarez & Partners, Inc. ^(a)
3	M. Hajjar & Associates, Inc. ^(b)
4	M. C. Harry & Associates, Inc.

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- 5 SR Architects, P.A. (a) (b)
- 6 Nyarko Architectural Group, Inc. (a) (b)
- 7 SBLM Architects, P.C.
- 8 Keith Martin Architect, Inc. (a) (b)

Notes:

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

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

Selection:

In accordance with the solicitation and interview process, the highest-ranked firm was selected to negotiate for the highest-valued project (South Pointe ES), the second-ranked firm for the second-valued project (Homestead MS), the third-ranked firm for the third-valued project (Joella C. Good ES) and the fourth-ranked firm for the fourth-valued project (Everglades K-8).

M. Hajjar & Associates, Inc. (MHA) is the third-ranked firm and therefore, negotiated for the third-valued GOB-funded Renovations project at Joella C. Good ES. The highest and second-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items.

Scope of Services:

The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus.

The A/E scope of service will be commissioned in two parts, as follows:

PART 1 - Development and approval of a Final Scope Definition Program and Master Plan (based on the Pre-programming Package developed by M-DCPS dated July 2017, including, but not limited to, site/building analysis, mechanical/electrical/plumbing systems analysis, scope/feasibility options, construction cost estimates, project scheduling, and phasing plans). A/E services may include other services as required by the Board.

PART 2 - Staff will negotiate A/E professional services for full design and construction administration services and submit a Board agenda item to recommend commissioning following approval of Part 1 services. The Board reserves the right to negotiate with another ranked firm under this solicitation or re-advertise the services using the Final Scope Definition Program and Master Plan developed by MHA.

Negotiations with MHA were successfully concluded and the firm has agreed to provide Program/Master Plan services, as follows:

School Profile:

The school, on approximately 11 acres (part of North Region), is comprised of 14 permanent buildings and associated covered walkways, built between 1990 and 2004 with a total of 93,863 GSF. The school site also includes a service drive and yard, on-site staff parking, bus drop-off, and curb-side drop-off.

Preliminary Project Scope:

The GOB-funded deficiencies to be addressed for this project consists of campus-wide renovations, including but not limited to:

- Replacement/repair of fire alarm system;
- New covered walkway;
- Re-sealing and re-stripping of parking lots and drives and new bollards (to protect gas meters);
- Replacement of HVAC components as required (including fan coils), to include Direct Digital Controls;
- Replacement of canopy lighting and surface mount lighting throughout campus;
- Renovation of toilet rooms at Buildings 04 thru 11;
- Provide security cameras at Buildings 01, 03, 07 and 08 (at bus drop-off area); and
- Selective interior/exterior painting.

Construction Delivery Method:

To minimize disruption to students and faculty during construction, and in accordance with the M-DCPS Construction Delivery Method Matrix, the Construction Management at-Risk delivery method has been selected for this project. However, the Board reserves the right to utilize an alternative delivery method, if deemed to be in the best interest of the Board.

Office of Economic Opportunity (OEO) Review:

M-DCPS' OEO staff established the SBE/MBE and M/WBE certification status of the prime firm and each sub-consultant and verified the existence of a Memorandum of Understanding outlining roles and responsibilities, as follows:

PRIME FIRM MHA is M-DCPS certified as a SBE Tier 1 owned firm SUB-CONSULTANT FIRM NAME	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	NON-SBE/MBE (%) COMMITMENT
Absolute Civil Eng. Solutions, L.L.C.	Civil Engineer	Woman	SBE Tier 1	5%	-
Fraga Engineers, L.L.C.	Electrical Engineer	Hispanic-American	SBE Tier 1	7%	-
Fraga Engineers, LLC	Mechanical Engineer	Hispanic-American	SBE Tier 1	8%	-

In-house	Structural Engineer	-	-	-	-
KW Consulting, Inc. (see Note 1)	Cost Estimating	African-American	-	-	1%
TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 20%)				20%	
TOTAL NON-SBE/MBE PARTICIPATION					1%
TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)					21%

Note:

1. Subsequent to the negotiations, MHA included a cost estimating sub-consultant to increase the diversity on their team.
2. Attachment "A" includes applicable SBE/MBE and M/WBE certificates for the prime firm and their sub-consultant(s) at the time the RFQ Response was submitted.

Construction Cost Estimate: \$3,136,235 (GOB-funded)

Project Schedule:

MHA has agreed to the following A/E's document submittal schedule for Part 1 Services - Program/Master Plan for the project, including all required consultants, as follows:

PART 1

- Preliminary Scope and Estimate Submittal July 27, 2018
- Draft Scope Definition Program and Master Plan Submittal September 7, 2018
- Final Scope Definition Program and Master Plan complete September 28, 2018

Note: It is anticipated that Issue Resolution by M-DCPS will be completed by August 17, 2018. The Final Scope Definition Program and Master Plan must be approved prior to moving forward with Part 2 negotiations.

PART 2 (milestones contingent on approval and signoffs for Part 1)

- Board Commission - Full A/E Services November 20, 2018
- Phase I - Schematic Design December 13, 2018
- Phase II/III Construction Documents 50% complete February 5, 2019
- Phase II/III Construction Documents 100% complete April 24, 2019

Construction milestones (contingent on approved documents)

- Board Award - Guaranteed Maximum Price (GMP) October 2019
- Construction - Substantial Completion by May 2021

Terms & Conditions:

1. Program/Master Plan Services Fees:

MHA has agreed to a lump sum fee for Program/Master Plan Services of \$19,900 (with a Construction Budget of \$3,136,235). The fee includes all required services, consultants and phasing in order to comply with the project schedule. The fee shall be paid based on completion of the following listed services:

PROGRAM/MASTER PLAN SERVICES	% OF FEE	FEE
Draft Submittal (complete/accepted by M-DCPS)	50%	\$9,950
Final Submittal (complete/accepted by M-DCPS)	40%	\$7,960
Final M-DCPS Approval	10%	\$1,990
TOTAL PROGRAM/MASTER PLAN SERVICES FEE:	100%	\$19,900

2. Supporting Services Fees:

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

- | | |
|---|----------------|
| a) Project Specific Survey, (at cost x 1.06), Not-to-Exceed: | \$3,000 |
| b) HVAC T&B and Related Testing, (at cost x 1.06), Not-to-Exceed: | <u>\$6,000</u> |

Total Supporting Services Fees, Not-to-Exceed:	\$9,000
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3. Other Terms & Conditions:

- All work shall be in compliance with State Requirements for Educational Facilities, the Florida Building Code, National Fire Protection Association, Florida Fire Prevention Code (life safety), barrier-free design guidelines, Florida Statutes, District Standards, and District Policies. Passive design elements and low-energy usage features shall be incorporated in the new work;
- 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 Sub-consultants' Principals, for Board-authorized additional services;
- The standard multiplier for hourly compensation is limited to 2.21 for any Additional Services approved by the Board;
- The provisional multiplier for hourly compensation, for assignment of technical personnel housed in places other than A/E's offices, is limited to 1.53 for any Additional Services approved by the Board;
- The A/E shall maintain no less than a \$1,000,000 professional liability insurance policy with a maximum deductible of \$50,000, Workers Compensation/Employers Liability Insurance, Comprehensive General Liability, and Comprehensive Auto Liability Insurance; all as specified in the Agreement;
- 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 report monthly on SBE/MBE Utilization to the Office of Economic Opportunity. All compliance reporting shall be submitted through the M-DCPS Online Diversity Compliance System; and
- The A/E has agreed to the terms and conditions of the Agreement and will commence services upon Board commissioning.

Selection Committee:

The Selection Committee consisted of the following individuals:

Committee Members:

Representing

Meriel Seymore, ABC Member	Superintendent of Schools
Ernie Brito, Coordinator Construction, Maintenance	Office of School Facilities
Ana Maria Arias, Planner, Advance Planning	Office of School Facilities
Alberto Marin, Project Manager II, Capital Improvement	Office of School Facilities
Jeannette Garcia, Director, Off of Economic Opportunity	Off of Economic Opportunity
Thomas Spaulding, ABC Member	Community Representative

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Carolina Velez, Professional Selection Analyst, A/E Selection & Negotiations, acted as the Facilitator (non-voting) for the interviews and served as Chief Negotiator during negotiations.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1218100	20150000	740000	01529000

Prior Commissions:

The Board has commissioned MHA for the following services within the last three years:

- Special Project Consultant – Structural Engineering Services for Miscellaneous Projects up to \$1.0 Million each for a 4-year term with extensions at the option of the Board.
 Date of Commission: January 12, 2011
 Extension: January 14, 2015 – January 11, 2016
- Architectural/Engineering Projects Consultant (A/EPC) for Miscellaneous Projects up to \$2M each for a 4-year term with extensions at the option of the Board.
 Date of Commission: April 17, 2013
 Extension: April 05, 2017 – October 11, 2017

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for MHA is 3.68 (most recent average scores for projects currently underway or completed within the last three years, based on a scale of 1-5, low to high, for 1st. quarter of 2018).

Principal:

The Principal/Owner designated to be directly responsible to the Board for M. Hajjar & Associates, Inc. is Mohammad Hajjar. The firm is located at 45 Valencia Avenue, Coral Gables, Florida 33134.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission M. Hajjar & Associates, Inc., as Architect/Engineer for Part 1 Services (Program/Master Plan) for General Obligation Bond Funded Renovations at Joella C. Good Elementary School, located at 6350 N.W. 188 Terrace, Miami, Florida 33015, Project Number 01529000, as follows:

- 1) A lump sum fee of \$19,900 for Part 1 services; and
- 2) Fees, preliminary project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:CV:cv

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(May 16, 2018 School Board Agenda Item F-30)

GOB-FUNDED RENOVATIONS AT JOELLA C. GOOD ELEMENTARY SCHOOL
LEGAL AD # 158

M. HAJJAR & ASSOCIATES, INC.
ARCHITECT

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Small Business Enterprise (SBE) Certificate

THIS CERTIFIES THAT
M. Hajjar & Associates, Inc.

IS OWNED AND CONTROLLED BY A(N)
TIER 1

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

August 21, 2016	August 21, 2019	6505630
Issue Date	Expiration Date	Vendor No.

Michelle Rides-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"

SBE/MBE & M/WBE CERTIFICATES

(May 16, 2018 School Board Agenda Item F-30)

GOB-FUNDED RENOVATIONS AT JOELLA C. GOOD ELEMENTARY SCHOOL
LEGAL AD # 158

FRAGA ENGINEERS, L.L.C. MECHANICAL/ELECTRICAL ENGINEERS

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Small Business Enterprise (SBE) Certificate

THIS CERTIFIES THAT
Fraga Engineers, LLC

IS OWNED AND CONTROLLED BY A(N)
TIER 1

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

November 19, 2016
Issue Date

November 19, 2019
Expiration Date

6515896
Vendor No.

Michelle Hicks-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
Fraga Engineers, LLC

IS OWNED AND CONTROLLED BY A(N)
HISPANIC AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

November 19, 2016
Issue Date

November 19, 2019
Expiration Date

6515896
Vendor No.

Michelle Hicks-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"

SBE/MBE & M/WBE CERTIFICATES

(May 16, 2018 School Board Agenda Item F-30)

GOB-FUNDED RENOVATIONS AT JOELLA C. GOOD ELEMENTARY SCHOOL
LEGAL AD # 158

ABSOLUTE CIVIL ENGINEERING SOLUTIONS, L.L.C. CIVIL ENGINEER

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate

THIS CERTIFIES THAT
Absolute Civil Engineering Solutions, LLC

OWNED AND CONTROLLED FIRM, PURSUANT TO

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

June 18, 2015	June 18, 2018	6515253
Issue Date	Expiration Date	Vendor No.

Michelle Nickolas-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
Absolute Civil Engineering Solutions, LLC

IS OWNED AND CONTROLLED BY A(N)
WOMEN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

June 18, 2015	June 18, 2018	6515253
Issue Date	Expiration Date	Vendor No.

Michelle Nickolas-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"

SBE/MBE & M/WBE CERTIFICATES

(May 16, 2018 School Board Agenda Item F-30)

**GOB-FUNDED RENOVATIONS AT JOELLA G. GOOD ELEMENTARY SCHOOL
LEGAL AD # 158**

**KW CONSULTING, INC.
COST ESTIMATOR**

MIAMI-DADE COUNTY PUBLIC SCHOOLS



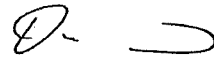
Minority/Women Business Enterprise (MWBE) Certificate

**THIS CERTIFIES THAT
KW Consulting**

**IS OWNED AND CONTROLLED BY A(N)
AFRICAN AMERICAN**

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

April 8, 2016	April 8, 2019	6520161
Issue Date	Expiration Date	Vendor No.


**Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132**