

Office of School Facilities  
Raul F. Perez, Chief Facilities Design & Construction Officer

**SUBJECT: COMMISSION OF LAURA M. PEREZ AND ASSOCIATES, INC., AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND FUNDED PHASE I BUILDING ADDITION FOR REPLACEMENT OF BUILDINGS 1 & 2, AT CHARLES R. DREW K-8 CENTER, (A REUSE OF COMSTOCK ELEMENTARY SCHOOL NEW, THREE-STORY CLASSROOM BUILDING), PROJECT NUMBER 01528200**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

**LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Introduction:

In accordance with Florida Statute 287.055, public notice or utilization of the competitive selection process is not required for reuse of existing plans from a prior project of the Board.

On March 13, 2019, the Board commissioned Laura M. Perez and Associates, Inc. (LMP), for a new 3-story classroom addition at Comstock Elementary School, Project No. 01433100.

Due to the similarity of scope and programming for the new classroom addition at Charles R. Drew K-8 Center, located at 1775 N.W. 60 Street, Miami, Florida 33142, staff determined that a reuse LMP's classroom addition at Comstock Elementary would be economically advantageous to the District. This determination is based on providing cost efficiencies, expedited design and construction durations to meet the scheduled occupancy date of April 2023.

Negotiations with LMP as the A/E of Record (A/E) for full A/E services have been successfully concluded, as follows:

Project Scope:

Based on M-DCPS' Advance Planning Pre-Programming Package, dated June 2020, the project includes, but is not limited to, the following:

- New 3-story building to house 510 student stations (approximately 36,699 SF including required covered walkways and self-contained HVAC system (chiller & chiller enclosure and all site incidentals);
- Connections to existing on and/or off-site infrastructure to new building, including,

- but not limited to water/sewer, storm drainage and electric service;
- New building will include fire alarm system, P/A & clock system, instructional TV system, security & security camera system, and new Telecom/Data system connected to existing systems;
  - Relocate existing K-Play area; and
  - Provide new basketball court for grades 6-8.

A/E Scope of Services:

The A/E will be required to provide full design and construction administration services and may include other services as requested by the Board and the following:

- Field verification of all existing site conditions and utilities to confirm the Final Scope, Construction Schedule, including any phasing, and Cost Estimate in compliance with the Project Schedule and the A/E of Record Agreement.
- Development of a Final Scope Definition Program/Master Plan for Phase I and Phase II including Castaldi Studies for Buildings 1 and 2 and traffic study for future on-site drop off.
- Site adapt and modify Comstock 3-story building to address Charles R. Drew K-8 programming requirements.
- Update the Comstock ES construction documents to comply with the most current version of Florida Building Code, National Fire Protection Association, Florida Fire Prevention Code (Life Safety Code), State Requirements for Educational Facilities (SREF), applicable codes
- Update the documents to comply with M-DCPS Design Standards (written request for any deviations must be approved by M-DCPS).
- Update the Life-Cycle Cost Analysis (LCCA) for the new building based on final configuration/program.
- Develop all infrastructure/utility tie-ins.
- Develop phasing plans and deductive alternates as may be required.
- In consultation with the School, Region and the Office of School Facilities, the A/E shall determine the most efficient solution for the final scope in order to minimize cost and disruption to the daily operation of the school.
- Assisting the Board in awarding the Construction Contract.
- Coordination between the A/E team and the selected Contractor (GC) during construction services as required by the Board.
- Coordination with District departments and regulatory agencies including but not limited to Maintenance, the BCC, etc. (as required).

All work shall conform to the Passive design elements and low-energy usage features shall be incorporated in the design and construction of the new facility. This project shall be designed and constructed to meet the U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) for Schools rating system, as it relates into K-12 facilities.

Construction Delivery Method:

The construction delivery method will be traditional hard bid.

Office of Economic Opportunity (OEO) Review:

Because this is a reuse project, the A/E is required to use the same team of sub-consultants and meet the same Mandatory Sub-consultant Small/Micro Business Enterprise Utilization Goal of 20% as the original, prototype commission (except as noted below).

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 Memoranda of Understanding outlining roles and responsibilities, as follows:

<b>LIST OF M-DCPS OEO CERTIFICATIONS</b>					
<b>PRIME FIRM:</b> LMP is M-DCPS certified as Hispanic-American and SBE - Tier 2 (certifications expire on 9-13-2022)					
<b>SUB-CONSULTANTS FIRM NAME/ ROLE OR RESPONSIBILITY</b>	<b>M/WBE CERTIFICATION CATEGORY &amp; EXPIRATION DATE</b>	<b>M/WBE GOAL (%) COMMITMENT</b>	<b>SBE/MBE CERTIFICATION CATEGORY &amp; EXPIRATION DATE</b>	<b>SBE/MBE GOAL (%) COMMITMENT</b>	<b>NON-SBE/MBE %</b>
Fraga Engineers, L.L.C./ Electrical Engineer	HA 9-27-2022	-	SBE-T2 9-27-2022	9.84%	-
Fraga Engineers, L.L.C./ Mechanical Engineer	HA 9-27-2022	-	SBE-T2 9-27-2022	9.84%	-
DDA Engineers, P.A./ Structural Engineers	HA 4-10-2021	-	-	-	10.42%
Ambro, Inc./ Civil Engineers	AA 7-2-2023	-	SBE-T1 7-2-2023	6.41%	-
Curtis & Rogers Design Studio, Inc./ Landscape Architecture (Note 1)	HA 10-18-2022	-	SBE-T2 10-18-2022	3.35%	-
Go Green Document Solutions, Inc./ Printing Services (Note 2)	AA 4-3-2022	-	MBE-T2 4-3-2022	.5%	-

<b>TOTAL SUB-CONSULTANTS PARTICIPATON PER CATEGORY:</b>	-		29.94%	10.42%
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M/WBE Category Codes:

AA = African-American  
 HA = Hispanic-American

SBE/MBE Category Codes:

SBE-T2 = Small Business Enterprise - Tier 2  
 SBE-T1 = Small Business Enterprise - Tier 1  
 MBE-T2= Micro Business Enterprise - Tier 2

Notes:

1. Bell Landscape Architecture, Inc. (BLA) was the landscape architect for Comstock ES. LMP elected to replace BLA with the firm Curtis & Rogers Design Studio, Inc. (CRDS) to provide landscape architecture for the reuse of plans at Charles R. Drew K-8 Center. CRDS is certified with the District as SBE Tier-2 and Hispanic-American owned business.
2. Subsequent to the negotiations, LMP added Go Green Document Solutions, Inc. (GGDS) for printing services. GGDS is certified by M-DCPS as African-American and MBE.

Construction Cost Estimate: \$11,805,788 (GOB-funded)

Project Schedule:

LMP has agreed to the following A/E's document submittal schedule:

- Draft Final Scope Definition Program/Master Plan (Phase I) December 23, 2020
- Phase I - Schematic Design February 17, 2021
- Phase II/III - Construction Documents 50% progress set April 9, 2021
- Phase II/III - Construction Documents 100% complete May 28, 2021

Note: Final Scope Definition Program/Master Plan (Phase II) submittal date will be determined during Draft Final Scope Definition Program/Master Plan (Phase I). There will not be a Phase II/III Construction Documents 50% complete submittal since this project will be based on reuse of plans, however a progress set will be submitted for M-DCPS review. The Phase II/III - Construction Documents 100% complete submittal due date for the A/E is predicated on M-DCPS' acceptance of the Final Scope Definition Program/Master Plan (Part 1) by January 20, 2021 and Phase I - Schematic Design Documents by February 26, 2021.

Construction milestone dates:

- Board Award October 2021
- Construction - Substantial Completion by October 2022

Terms & Conditions:

1. Basic Services Fees:

LMP has agreed to a lump sum fee for Basic Services of \$521,681 which represents approximately 4.42% of the Construction Estimate of \$11,805,788.

This Basic Services fee includes all required services, consultants, phasing and alternate development, in order to comply with the project schedule and budget, unless noted otherwise as Supporting Services fees. Basic Services fees shall be paid based on completion of the following listed phases:

<b>BASIC SERVICES - PHASE DESCRIPTION</b>	<b>% OF FEE</b>	<b>FEE</b>
Phase I - Schematic Design (complete/accepted by M-DCPS)	12.0%	\$ 62,602
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	20.0%	\$ 104,336
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	16.0%	\$ 83,469
Phase II/III - Construction Documents, 100% (complete & approved for construction by the Building Code Consultant/Building Official, BCC)	9.0%	\$ 46,951
Phase IV - Bid/Award	4.0%	\$ 20,867
Phase V - (A) Construction Administration	34.0%	\$ 177,372
Phase V - (B) Punch List/Closeout	4.0%	\$ 20,867
Phase VI - Warranty	1.0%	\$ 5,217
<b>TOTAL BASIC SERVICES LUMP SUM FEE:</b>	<b>100.0%</b>	<b>\$ 521,681</b>

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

- a) Final Scope Definition Program/Master Plan, Lump Sum Fee of \$35,000 composed of two parts:
  - a. Phase I: \$ 18,863
  - b. Phase II: \$ 16,137
  
- b) Site Adaptation and Interior/Exterior Building Modifications, Lump Sum Fee of \$75,000 paid in four equal payments:
  - a. M-DCPS Acceptance of Phase I - Schematics Design: \$ 18,750
  - b. M-DCPS Acceptance of Phase II/III - Construction Documents 50%: \$ 18,750
  - c. M-DCPS Acceptance of Phase II/III - Construction Documents 100%: \$ 18,750

d. BCC Approval - Phase II/III - Construction Documents:	\$ 18,750
c) Castaldi Study for Building 1:	\$ 5,483
d) Castaldi Study for Building 2:	\$ 5,483
e) Additional Site Visits: A maximum of 225 additional site visits at a flat fee of \$250/site visit:	<u>\$ 56,250</u>
<b>Total Supporting Services Fees:</b>	<b>\$ 177,216</b>

3. 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 \$135/hour for the Architect, and \$135/hour for the Sub-consultants' Principals, for Board-authorized additional services;
- The standard multiplier for hourly compensation is limited to 2.40 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 1.70 for any Additional Services approved by the Board;
- The A/E shall maintain no less than a \$1,000,000 Professional Liability Practice Policy with a maximum deductible of \$50,000, Workers' Compensation/Employer's Liability Insurance, Commercial General Liability Insurance, and Automobile 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 and M/WBE Utilization to OEO. 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 commission.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1140100	19530000	740000	01528200

Prior Commissions:

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

- A/E at Ernest R. Graham K-8 Academy  
Part 2 (full A/E) services for GOB-funded Renovations  
Project No. 01528500  
Date of Commission: April 29, 2020
  
- A/E at Dr. Toni Bilbao Preparatory Academy  
Full A/E services for GOB-funded Phase II Addition of Middle School Grades 6-8  
(Reuse of Comstock ES. New, 3-Story Classroom Building 09)  
Project No. 01530400  
Date of Commission: October 10, 2019
  
- A/E at South Pointe Elementary School  
Part 2 (full A/E) services for GOB-funded Addition and Renovations  
Project No. 01530400  
Date of Commission: August 14, 2019
  
- A/E at Arvida Middle School  
Part 2 (full A/E) services for GOB-funded Renovations (Phase I)  
Project No. 01527700  
Date of Commission: April 17, 2019
  
- A/E at Comstock Elementary School  
Part 2 (full A/E) services for GOB-funded Replacement and Renovations  
Project No. 01433100  
Date of Commission: March 13, 2019
  
- A/E at Ernest R. Graham K-8 Academy  
Part 1 services (Program/Master Plan) for GOB-funded Renovations  
Project No. 01528500  
Date of Commission: November 20, 2018
  
- A/E at South Pointe Elementary School  
Part 1 services (Program/Master Plan) for GOB-funded Addition and Renovations  
Project No. 01530400  
Date of Commission: May 16, 2018
  
- A/E at Arvida Middle School  
Part 1 services (Program/Master Plan) for GOB-funded Renovations (Phase I)  
Project No. 01527700  
Date of Commission: January 17, 2018

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for LMP is 3.18, the most recent average score for projects currently underway or completed within the last three years, based on a scale of 1-5, low to high, for 2nd quarter of 2020.

Principal/Location:

The Principal/Owner designated to be directly responsible to the Board for Laura M. Perez and Associates, Inc., is Laura M. Perez. The firm is located at 2401 N.W. 7 Street, Miami, Florida 33125.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission Laura M. Perez and Associates, Inc., as Architect/Engineer of Record for General Obligation Bond funded Phase I Building Addition for Replacement of Buildings 1 & 2, at Charles R. Drew K-8 Center, (a reuse of Comstock Elementary School New, Three-Story Classroom Building), Project No. 01528200 as follows:

- 1) A lump sum fee of \$521,681 for Basic Services; and
- 2) Project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:AB:ab