

Business Operations
Joe Arriola, Chief Business Officer

SUBJECT: REQUEST FOR AUTHORIZATION TO EXTEND CURRENT AGREEMENT WITH CLAIMS CONSULTANT AND TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR THE SELECTION OF ONE OR MORE FIRMS TO PROVIDE CONSTRUCTION CLAIMS CONSULTING SERVICES UPON EXPIRATION OF EXISTING CONTRACT

The existing construction claims consultant agreement with MIA Consultants will expire on June 20, 2002. The duration of the selection process to commission new consultants will be approximately 120 days. To avoid any lapse in these services, staff is recommending that the agreement with MIA Consultants be extended until a new consultant(s) is commissioned, for a maximum period of ninety (90) days, with no increase in the not-to-exceed fee of \$500,000 for the term of the contract established in the agreement.

Pursuant to Board Rule 6Gx13-3F-1.021, staff has prepared a RFP for Board approval for the selection of one or more construction claims consultants for a one year term, with an optional second year. The services required shall include, but not be limited to, the following:

- Preparing detailed cost estimates for conducting analysis of claims.
- Conducting comparative cost analysis of different building systems and assemblies to determine their cost effectiveness.
- Conducting document coordination and constructability reviews to identify and document errors, omissions, and/or conflicts among the several work elements.
- Conducting value engineering studies of selected projects and/or building systems in response to claims.
- Analyzing change order requests presented by contractors on selected projects, to determine validity of cost elements and time extension requests.
- Reviewing and evaluating construction schedules for compliance.
- Providing full contract claims analysis on selected projects.
- Providing investigation, determination of responsibility, and recommendations for correcting deficient work.
- Providing project support services.

The selection process will be divided into two parts. First, applicants will be evaluated on the basis of their office location, years the applicants have been established, the applicant's experience, their capabilities and other client's references. The second part will consist of interviewing the top-ranked proposers from the first part. The successful applicant(s) shall be the one(s) with the highest ranking as determined by the scores given by the selection committee during the interviews.

The contract will have a consulting fee value not-to-exceed \$500,000 per year.

A copy of the Request for Proposals will be distributed to Board Members under separate cover and will be placed on file in The Office of the Board Recording Secretary and The Citizens Information Center.

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

- 1) extend the existing agreement, due to expire on June 20, 2002, with MIA Consultants until a new consultant(s) is commissioned, for a maximum period of ninety (90) days, with no increase in the not-to-exceed fee established in the agreement;
- 2) authorize the Superintendent to provide written notification of this action to MIA Consultants;
- 3) authorize the Superintendent to issue Request for Proposals (RFP) for the selection of one or more firms for construction claims consulting services; and
- 2) approve the selection committee that will review the proposals for subsequent submission to the Superintendent and the School Board for approval.

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