

Business Operations
J.E. Surash, P.E., Chief Business Officer

**SUBJECT: AMENDMENT TO AGREEMENT WITH REYNOLDS, SMITH AND HILLS, INC., TO TRANSFER DESIGN CRITERIA PROFESSIONAL (DCP) SERVICES FROM THE PREVIOUSLY PROPOSED K-8 CONVERSION AT L.C. EVANS ELEMENTARY TO THE K-8 CONVERSION AT EUGENIA B. THOMAS ELEMENTARY SCHOOL
PROJECT NO. A0851**

COMMITTEE: FACILITIES MANAGEMENT

On April 14, 1999, the Board commissioned the firm of Reynolds, Smith and Hills, Inc. (RS&H) as Design Criteria Professional (DCP) for the conversion of L.C. Evans Elementary (L.C. Evans) school to a K-8 facility. However, due to a substantial drop in enrollment at L.C. Evans, the Board authorized the transfer of the proposed K-8 conversion at L.C. Evans to the Eugenia B. Thomas Elementary (E.B. Thomas) school site, at its meeting of February 12, 2003.

In order to convert E.B. Thomas to a K-8 facility, the Board also authorized amending the existing RS&H contract to design the K-8 conversion at E.B. Thomas in lieu of the L.C. Evans site. Negotiations with RS&H to amend its existing contract have been successfully completed.

The negotiated lump sum basic services fee for the K-8 conversion at E.B. Thomas is \$248,000 for an estimated construction cost of \$6,524,300. The fee represents 3.80% of the construction cost. A summary of the negotiated basic services fee is as follows:

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| • System/Utilities Verification | \$ 6,500 |
| • Phase I | \$ 55,000 |
| • Design Criteria Package | \$ 45,000 |
| • Bidding/Award Services | \$ 12,000 |
| • Review of Design-Builder's Construction Documents | \$ 32,200 |
| • Construction Administration | <u>\$ 97,300</u> |
| TOTAL BASIC SERVICES FEE | \$248,000 |

Additional fees were also negotiated for the following services:

- At the Board's option, the DCP will provide up to 85 site visits during construction of the project at a fee of \$250/visit.
- A not-to-exceed fee of \$10,500 for a traffic engineering study.
- A fee of \$10,000 for layout and coordination of all furniture, fixture and equipment.
- The Board shall reimburse the DCP for reproduction of all required contract documents (estimated at \$15,000).
- At the Board's option, the DCP shall be paid a not-to-exceed fee of \$50,000 for threshold inspections.
- At the Board's option, the DCP shall procure a \$1.0 million project-specific Professional Liability Insurance policy, for which the DCP will be reimbursed a maximum of \$35,000.

Other terms and conditions were negotiated as follows:

- The amendment stipulates that the DCP has been duly compensated by the Board for any and all services rendered under its original agreement with the Board.
- Whenever applicable, the amendment shall replace and/or supersede the language in the original agreement.
- The DCP has agreed to comply with the proposed project schedule.
- The DCP has agreed to a re-use fee of \$5,000.
- The multiplier for hourly compensation is limited to 2.45 for extra work.
- The DCP principals' rate shall be set at \$100/hour.

The preliminary scope of work for this project includes the following:

- A new Middle Learning Center (approximately 44,804 square feet) to house 532 student stations and related site improvements.
- Additional staff parking and drop-off lanes.
- Two middle school basketball courts.
- P.E. covered play area.
- Covered food shelter.
- Covered walkway from the new facility to the existing elementary school.

The funding source for this project is as follows:

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| Fund | 0397 |
| Object | 5630 |
| Location | 0071 |
| Program | 2752 |
| Function | 7400 |

The principals/owners for RS&H are Leerie Jenkins and David Robertson. The firm is located at 6161 Blue Lagoon Drive, Suite 200, Miami, Florida.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, approve an amendment to the agreement with Reynolds, Smith and Hills, Inc., to transfer Design Criteria Professional (DCP) services from the previously proposed K-8 conversion at L.C. Evans Elementary to the K-8 conversion at Eugenia B. Thomas Elementary school, Project No. A0851, under the above terms and conditions.

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