

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

**SUBJECT: COMMISSIONING OF ZYSCOVICH, INC., AS DESIGN CRITERIA PROFESSIONAL (DCP) FOR THE NEW PROTOTYPE ADDITION PROJECTS AT OJUS ELEMENTARY AND KINLOCH PARK ELEMENTARY SCHOOLS PROJECTS NO. A0821 & A01004**

**COMMITTEE: FACILITIES MANAGEMENT**

The firm of Zyscovich, Inc. (Zyscovich) was selected on December 3, 2001, as Design Criteria Professional (DCP) to prepare design criteria packages for prototypical school facilities.

The Planning Group has assigned the preparation of design criteria packages for the new three-story prototype addition projects at Ojus Elementary and Kinloch Park Elementary Schools to Zyscovich.

Negotiations with Zyscovich have been successfully completed as follows:

OJUS ELEMENTARY (PROJECT NO. A0821)

The negotiated lump sum DCP basic services fee for the new prototype addition and related improvements at Ojus Elementary is \$180,954, with an estimated construction cost of \$4,764,620. The fee represents approximately 3.79% of the construction cost. A summary of the negotiated basic services fee is as follows:

• Scope/Program Validation	\$ 7,680
• System/Utilities Verification	\$ 5,000
• Phase I	\$ 50,000
• Design Criteria Package	\$ 41,000
• Bidding/Award Services	\$ 14,000
• Review of Design-Builder's Construction Documents	\$ 23,728
• Construction Administration Services	<u>\$ 39,546</u>
<b>TOTAL BASIC SERVICES FEE</b>	<b>\$180,954</b>

Additional fees were also negotiated for the following services:

- At the Board's option, the DCP will provide up to 120 site visits during construction at a fee of \$250/visit.
- A not-to-exceed fee of \$9,800 for a traffic engineering study.
- A not-to-exceed fee of \$4,200 for a food services consultant.
- A fee of \$6,700 for layout and coordination of all furniture, fixture and equipment.
- At the Board's option, the DCP shall be paid a not-to-exceed fee of \$22,000 for threshold inspections.

Other terms and conditions were negotiated as follows:

- 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 is set at \$125/hour.
- The DCP shall maintain no less than a \$1,000,000 professional liability insurance policy with a maximum deductible of \$50,000.
- The Board shall reimburse the DCP for the cost of reproducing Board requested contract documents.

The preliminary scope of work for the Ojus Elementary addition includes the following:

- A new three-story prototype addition to house 538 student stations, administration areas, staff and student restrooms (a total of approximately 35,234 square feet).
- Covered walkway to connect the proposed addition to the existing facility.
- Addition to existing dining room and kitchen serving line.
- Improvements to existing bus drop-off.
- New parent drop-off and additional staff parking.

The funding source for this project is as follows:

Fund	0301
Object	5630
Location	4061
Program	2199
Function	7400

KINLOCH PARK ELEMENTARY (PROJECT NO. A01004)

The negotiated lump sum DCP basic services fee for the new prototype addition and related improvements at Kinloch Park Elementary is \$136,177, with an estimated construction cost of \$3,363,375. The fee represents approximately 4.04% of the construction cost. A summary of the negotiated basic services fee is as follows:

- |                                 |          |
|---------------------------------|----------|
| • Scope/Program Validation      | \$ 6,000 |
| • System/Utilities Verification | \$ 3,000 |

• Phase I	\$ 35,000
• Design Criteria Package	\$ 35,000
• Bidding/Award Services	\$ 11,435
• Review of Design-Builder's Construction Documents	\$ 17,153
• Construction Administration	<u>\$ 28,589</u>
<b>TOTAL BASIC SERVICES FEE</b>	<b>\$136,177</b>

Additional fees were also negotiated for the following services:

- At the Board's option, the DCP will provide up to 120 site visits during construction at a fee of \$250/visit.
- A not-to-exceed fee of \$9,800 for a traffic engineering study.
- A fee of \$6,000 for layout and coordination of all furniture, fixture and equipment.
- At the Board's option, the DCP shall be paid a not-to-exceed fee of \$17,000 for threshold inspections.

Other terms and conditions were negotiated as follows:

- 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 is set at \$125/hour.
- The DCP shall maintain no less than a \$1,000,000 professional liability insurance policy with a maximum deductible of \$50,000.
- The Board shall reimburse the DCP for the cost of reproducing Board requested contract documents.

The preliminary scope of work for the Kinloch Park Elementary addition includes the following:

- A new three-story prototype addition to house 366 student stations, administration areas, dining and kitchen serving areas, and restrooms (a total of approximately 25,895 square feet).
- Covered walkway to connect the proposed addition to the existing facility.
- New parent drop-off and additional staff parking.

The funding source for this project is as follows:

Fund	0301
Object	5630
Location	2781
Program	2085
Function	7400

## PRIOR COMMISSIONING & PERFORMANCE EVALUATION

The Board has commissioned Zyscovich for the following project(s) within the last five years:

- Additions, Remodeling, Renovations and Replacement Project at Miami Beach Senior High School  
Date of Commission: 10-23-02  
Total Estimated Construction Cost: \$36,716,000

The most recent overall performance evaluation score issued by staff to Zyscovich was for the quarter ending July 2003. Based on a performance scale of 1-5, the firm received a score of 3.89.

## PRINCIPALS

The principals of Zyscovich, Inc., are Bernard Zyscovich and Jose Murguido. The firm is located at 100 N. Biscayne Boulevard, 27<sup>th</sup> Floor, Miami, Florida 33132.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, commission the firm of Zyscovich, Inc., as Design Criteria Professional (DCP) for the new prototype addition projects at Ojus Elementary - Project No. A0821, with an estimated construction cost of \$4,764,620, and Kinloch Park Elementary - Project No. A01004, with an estimated construction cost of \$3,363,375, under the following terms and conditions:

1) Ojus Elementary:

- a lump sum basic services fee of \$180,954, which represents approximately 3.79% of the construction cost;
- the following not-to-exceed fees were also negotiated: a) \$9,800 for a traffic engineering consultant; and b) \$4,200 for a food services consultant;
- an additional lump sum fee of \$6,700 for layout and coordination of all furniture, fixture and equipment; and,
- at the Board's option, the DCP will provide the following services during construction: a) up to 120 site visits at a fee of \$250/visit; and b) threshold inspections at a not-to-exceed fee of \$22,000;

2) Kinloch Park Elementary:

- a lump sum basic services fee of \$136,177, which represents approximately 4.04% of the construction cost;
- a not-to-exceed fee of \$9,800 for a traffic engineering consultant;
- an additional lump sum fee of \$6,000 for layout and coordination of all furniture, fixture and equipment; and,
- at the Board's option, the DCP will provide the following services during construction: a) up to 120 site visits at a fee of \$250/visit; and b) threshold inspections at a not-to-exceed fee of \$17,000;

3) the DCP has agreed to a re-use fee of \$5,000 for both prototypes;

4) the multiplier for hourly compensation is limited to 2.45 for extra work and the principals' rate shall be \$125/hour for both projects;

- 5) the Board shall reimburse the DCP for the cost of reproducing Board requested contract documents for both projects; and,
- 6) the DCP shall maintain no less than a \$1 million professional liability insurance policy, with a maximum deductible of \$50,000, for both projects.

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