

Office of School Facilities  
Rose Diamond, Chief Facilities Officer

**SUBJECT: COMMISSIONING OF HARPER AIKEN PARTNERS, INC., AS  
PROJECT ARCHITECT/ENGINEER FOR THE NEW CAFETORIUM  
AND MEDIA CENTER PROJECT AT PALM SPRINGS NORTH  
ELEMENTARY SCHOOL  
PROJECT NO. A01001**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

### Introduction

On April 13, 2005, the Board commissioned Harper Aiken Partners, Inc., (HAP), to prepare a master plan for the New Cafetorium and Media Center project at Palm Springs North Elementary. The master plan has been completed by HAP and submitted for review by staff. Following a review of the master plan, staff has proceeded to negotiate with HAP to provide full architectural/engineering (A/E) services for this project.

Negotiations with HAP to provide full A/E services for this project have been successfully completed.

### Project Scope

Palm Springs North Elementary School is situated on a 12-acre site located at 17615 N.W. 82 Avenue, in the City of Hialeah. The goal of the master plan prepared by HAP was to prepare a campus plan that would serve to maximize the utilization of its facilities, identify and estimate cost of needed infrastructure improvements, achieve aesthetic satisfaction from the design of the site, and to define the school's place within the larger community. Based on the results of the master plan, staff has established the following scope of work for this project:

- Construction of a New Cafetorium and Media Center consisting of approximately 21,508 square feet of new construction.
- A landscaped forecourt and perimeter landscaping will provide a unified statement between the school and its surrounding community.
- New bus and parent drop-offs, with covered walkways.
- Reconfiguration of the existing staff/visitor parking area.
- All new facilities will be located around an organizing feature (i.e., "Forum") that shall serve as the new central focal point for the school and its students.

This project is scheduled to be substantially completed by June 2007. It will be executed utilizing the Construction Management (CM) At-Risk delivery method. The selected CM

firm will be required to submit a Guaranteed Maximum Price (GMP) for this project. The negotiated GMP will be submitted to the Board for its approval.

Terms and Conditions

The lump sum basic services fee agreed to by HAP to provide full A/E services for this project is \$422,000. The fee includes all required services and consultants (other than acoustical and food service consultants). The fee represents approximately 7.72% of the current estimated construction cost of \$5,469,246. A breakdown of the basic services fee is as follows:

• Phase I – 100% (Concept & Schematics)	\$ 40,000
• Phase II – 100% (Design Development)	\$105,000
• Phase III (Construction Documents)	
50% Completion	\$ 68,000
100% Completion	\$ 68,000
• GMP Evaluation, Analysis & Award	\$ 17,000
• Construction Administration Services	\$108,000
• Punchlist / Project Closeout Services	\$ 12,000
• Warranty Services	<u>\$ 4,000</u>
<b>TOTAL BASIC SERVICES FEE</b>	<b>\$422,000</b>

In addition to the above, the following services (to be utilized at the option of the Board’s designee) were agreed to by HAP:

- The A/E and its sub-consultants will provide up to 40 site visits during construction at a fee of \$300/visit.
- A not-to-exceed fee of \$10,000 for an acoustical consultant.
- A not-to-exceed fee of \$12,000 for a food services consultant.

Other terms and conditions were negotiated as follows:

- The A/E principals’ rate is set at \$125/hour.
- The multiplier for hourly compensation is limited to 2.45 for extra work.
- The Board shall reimburse the A/E for the actual cost of procuring a \$1.0 million Project Specific Professional Liability Insurance policy, with a maximum deductible of \$50,000, at a not-to-exceed amount of \$90,000.
- The Board shall reimburse the A/E for the cost of reproducing Board requested contract documents.
- The agreement provides for termination 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 has accepted all terms and conditions of this agreement.

Project Fund

Fund - 0350  
Object - 5630  
Location - 4281  
Program - 2223  
Function - 7400

Prior Commissioning & Performance Evaluation

The Board has commissioned HAP for the following project(s) within the last three years:

- A/E For New Media Center at North Hialeah Elem. (A0750D), New Cafetorium and Media Centers at Palm Springs North Elem. (A01001) and Skyway Elem. (A01097)  
Service: Preparation of Master Plans  
Date of Commission: 4-13-05
- A/E For Renovations, Remodeling & Additions at North Hialeah Elem. (A0750D)  
Service: Full A/E Services  
Date of Commission: 11-16-05

The most recent overall performance evaluation score issued by staff to HAP was for the quarter ending September 2005. Based on a performance scale of 1-5, the firm of HAP received a score of 3.28.

Principals

The principal of Harper Aiken Partners, Inc., is David Michael Harper. The firm is located at 201 Alhambra Circle, Suite 800, Coral Gables, Florida 33134.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, commission Harper Aiken Partners, Inc., as Project Architect/Engineer for the New Cafetorium and Media Center project at Palm Springs North Elementary – Project No. A01001, under the following terms and conditions:

- 1) a lump sum basic services fee of \$422,000, which represents approximately 7.72% of the estimated construction cost of \$5,469,246; and,
- 2) additional terms and conditions as set forth in the body of the agenda item.

NAD:AD:ad