

Office of School Facilities  
Jaime G. Torrens, Chief Facilities Officer

**SUBJECT: AMENDMENT TO THE AGREEMENT WITH PALENZUELA & HEVIA DESIGN GROUP, INC. AS ARCHITECT/ENGINEER OF RECORD FOR DEFERRED MAINTENANCE PACKAGE #21, RENOVATIONS, MAINTENANCE AND REPAIRS AT LAKEVIEW ELEMENTARY SCHOOL, PROJECT NO. 00260200, MADISON MIDDLE SCHOOL, PROJECT NO. 00260500, AND HIALEAH ELEMENTARY SCHOOL, PROJECT NO. 00263100**

**COMMITTEE: FACILITIES AND CONSTRUCTION REFORM**

**LINK TO STRATEGIC FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY**

### Introduction

The Board previously commissioned Palenzuela & Hevia Design Group, Inc. as the Architect/Engineer (A/E) of Record for Deferred Maintenance Package (DMP) #21, Renovations, Maintenance & Repairs at Lakeview Elementary School, Project # 00260200, Madison Middle School, Project # 00260500 and Hialeah Elementary School, Project # 00263100. Since then, the initial scope of work for each facility, which envisioned holistic renovations at each of the three facilities, has had to be streamlined due to diminished capital funding. The amended scope of work will be limited to selective ADA compliance work at each facility, and the A/E Basic Services fees are reflective of such. Previously completed construction documents will, to the extent possible, be used as a basis for preparing and completing revised construction documents. Funding for the ADA compliance work described below is available.

Negotiations with Palenzuela & Hevia Design Group, Inc. have been successfully concluded for the selective ADA scope of work, as follows:

### Project Scope

1. Lakeview Elementary (Revised Package Project No. 00260202):

The scope of work summary includes, but is not limited to, the following:

- Revise the permitted Phase III – 100% Construction Documents to reflect the revised ADA scope of work and update to comply with the current code (FBC 2007).

- Building No. 1  
Reception Area - Provide ramped thresholds, accessible hardware and replace counter with accessible counter and gate. Provide a new Principal's Office addition; relocate the existing AP's Office to the existing Principal's Office as required due to the renovation and expansion of the existing Clinic.
- Building No. 2  
Provide ramped thresholds and accessible hardware.  
Provide a new unisex Staff Toilet and a new unisex Student Toilet adjacent to the corridor serving the Admin. and the Cafetorium, and a new unisex Staff Toilet addition to the Teachers Lounge.
- Building No. 3 (Cafetorium)  
Provide ramped thresholds and accessible hardware. Doors, stage steps and railings to comply with ADA requirements. Remove existing wheelchair lift and design space for a new (Board-provided) portable lift and new electrical outlet.
- Building No. 4  
Boy's Group Toilet (Rm.028A) & Girl's Group Toilet (Rm.028B): Replace/reconfigure entrance door and hardware to comply with required ADA clearances. Adjust one lavatory (Boy's/Girl's) and one urinal (Boy's) to ADA height and clearances.  
Classrooms # 29, # 30, #33 and #35: Remodel existing single user toilet, replace existing cabinet /sink, to comply with ADA standards. Replace existing door, frame and hardware with a H. M., fire rated "C" Label door. Remove connecting door and close opening to match existing. Remove display case and provide fire rated construction at opening.  
Classrooms # 221, # 226, #232, #235, and #236: Replace existing door, frame and hardware with a H. M., fire rated "C" Label door. Remove display case and provide fire rated construction at opening.  
Girl's Group Toilet (Rm.226B): Provide an automated door opening system.  
Corridors: Remove and replace existing surface mounted fire extinguisher cabinets with semi-recessed fire rated extinguisher cabinets. Remove and replace existing electric water coolers. New fire extinguishers and water coolers to comply with ADA accessibility requirements.  
Stairs: Remove and replace existing handrails to comply with ADA requirements.
- Building No. 9  
Modify threshold and entrance doors to comply with ADA requirements.
- Site & General Requirements:  
  
Provide covered walkways to Parent and Bus Drop-Offs.  
  
Modify and eliminate steps at walkways east of Building 4 to create an accessible path to parking and hard courts.

Accessible parking is to be relocated/re-stripped and provided with new ADA signage closer to the front of the school. The new location is to be coordinated with the proposed walkway and gate modifications.

Provide new ADA signage only at new, remodeled and renovated spaces.

Asbestos - Coordination with the M-DCPS Dept. of Asbestos Abatement is required.

The A/E's estimated cost of construction (dated February 15, 2011) for this project is \$772,569.

2. Madison Middle (Revised Package Project No. 00260501):

The scope of work summary includes, but is not limited to, the following:

- Revise the Phase III – 95% Construction Documents to reflect the revised ADA scope of work and update to comply with current code (FBC 2007).
- New Building-Accessible Group Student Toilets (Male & Female) Building:  
Provide a new building to address the school's current fixture shortage and to comply with ADA requirements. The location of the new building is to be strategically placed at a centralized location.
- Building No. 1 (Media):  
Rm. #002: Provide accessible doors and hardware. Provide an accessible Librarian Counter/Book Return.
- Building No. 3:  
Provide a new ADA compliant Elevator.  
1<sup>st</sup> and 2<sup>nd</sup> Floor Toilets: Renovate the Group Student Toilets (Male & Female) to comply with ADA requirements. Reception: Counter to comply with ADA requirements. Rm. #019: Remove door and frame and replace with new 3'-0" door. Stairwells/Guardrails: Remove/replace handrails and guardrails per ADA requirements.
- Building No. 4:  
Showers (Student & Staff): Remodel to comply with ADA requirements.  
Rms.# 051, # 051A, #058D, #058E: Remove/replace existing door/frame. Remove/replace existing cabinets and sinks with new accessible cabinets and sinks. Provide accessible thresholds at doorways.  
Rms. # 052 & #053: Provide ADA compliant Demonstration Sink.
- Building No. 5:  
Showers (Student & Staff): Remodel to comply with ADA requirements.  
Rm. #062: Provide new accessible cabinets and sinks.  
Rms. #063: Provide a new ADA compliant Demonstration Sink.  
Provide accessible thresholds at doorways.

- Building No. 7 (Cafeteria):  
Staff Toilets - Rms. #082 & #083: Remodel to comply with ADA requirements. Remove door and frame and replace with new 3'-0" door.  
Rm. #062: Provide new accessible cabinets and sinks.  
Rms. #063: Provide a new ADA compliant Demonstration Sink.  
Rms. #084C, #085B & #085D: Reconfigure and/or relocate door to comply with ADA requirements.  
 Provide accessible thresholds at doorways.
- Building No. 8 (Auditorium):  
 Remove and replace handrails at entrance steps. Remove and reinstall seats at the ends of the front row as required for ADA compliance. Provide closers and accessible thresholds at doorways. Design space for a new (Board-provided) portable wheelchair lift and provisions for Assistive Audio System.
- Building No. 9:  
Rms. #044, #045B, #045C & #045D: Remodel toilets to comply with ADA requirements.  
Rm. #043: Remove door and frame and replace with new 3'-0" door. Replace accessible base cabinets and sink.  
 Provide accessible thresholds at doorways.
- Building No. 13 (Administration):  
Rm. #003: Provide new accessible counter.  
Rms. #006: Remove door and frame and replace with new 3'-0" door.  
 Provide accessible thresholds at doorways.
- Site & General Requirements:  
 Electric Water Coolers (EWC): Replace existing with limited number of new EWC's strategically placed per code allowed separation.

Provide striping, signage, etc. for one (1) new accessible parking space at the east side parking lot. The new location is to be coordinated with the proposed walkway and gate modifications.

Provide new ADA signage only at new, remodeled and renovated spaces.

Asbestos - Coordination with the M-DCPS Dept. of Asbestos Abatement is required.

The CM-at-Risk's estimated cost of construction (dated January 31, 2011) for this project is \$949,305.

3. Hialeah Elementary (Revised Package Project No. 00263103):

The scope of work summary includes, but is not limited to the following:

- Revise the approved Phase III – 100% Construction Documents to reflect the revised ADA scope of work and update to comply with current code (FBC 2007).

- Building No. 1:  
Main Entrance Curtain Wall Rm #051F: Remove/Replace existing wood assembly with non-combustible, impact resistant glass and metal doors. Provide metal canopy.  
Exterior Doors: Provide accessible threshold ramp at doorway.  
Boys & Girls Group Toilets Rms. #053, #054, #056 & #057: Remodel to comply with ADA requirements.  
Admin.#050 A & C, Clinic .#050 D & E, New Staff Toilet #050P: Remove /replace Door/ frame and hardware with 3'-0" Door. Remodel existing single toilet rms.  
Reception Area #030F: Remodel existing counter and provide accessible counter and swing gate.  
Clinic # 050D: Remove / replace shower stall with accessible compliant stall.  
Classroom #008, #012, #015 and #035: Remove/replace door, frame and hardware with 3'-0" Door. Provide ADA compliant base cabinet and sink.  
Cafetorium: Provide ADA clearances at the existing food serving line. Relocate exterior doors at the Service Yard. Provide a new single user staff toilet at teacher's Dinning Rm.  
Stage: Provide exterior doors, stairs, ramp and handrails to comply with ADA and exiting requirements. Design space for a new (Board-provided) portable wheelchair lift.  
Stairs: Provide ADA compliant handrails & guardrails.

- Building No. 2:

Kindergarten Toilet Rms. #001C & #002: Remodel exiting single Toilet Rms.

- Site & General Requirements:

Electric Water Coolers (EWC): Replace existing with limited number (5) new EWC's strategically placed per code allowed separation.

Provide Fire Protection of existing wood roof structure only in areas being renovated (Group Toilets, Clinic and Entry Corridors).

Provide new ADA signage only at new, remodeled and renovated spaces.

Asbestos - Coordination with the M-DCPS Dept. of Asbestos Abatement is required.

The A/E's estimated cost of construction (dated November 11, 2010) for this project is \$631,650.

Construction of the projects will be executed using the Construction Management (CM) at-Risk delivery method. The selected CM at-Risk firms may be required to submit several Guaranteed Maximum Price (GMP) proposals to execute these projects. If accepted by staff, the negotiated GMP(s) will be submitted to the Board for approval.

**Terms & Conditions**

1. Lakeview Elementary (Revised Package Project No. 00260202):

A. Basic Services Fees:

The negotiated lump sum fee for Basic Services is \$42,000. This fee represents approximately 5.44% of the estimated construction cost, \$772, 569, and includes all required services and consultants. Basic Services fees shall be paid based on the completion of the following phases:

REVISED BASIC SERVICES:		FEE:
Phase II/III	Construction Documents, 100% complete/approved	28,560
Phase IV	Bid/Award	840
Phase V	a. Construction Administration (to Substantial Completion)	10,920
Phase V	b. Construction Administration (Punch List and Close Out)	1,260
Phase VI	Warranty	420
<b>SUB-TOTAL BASIC SERVICES FEES:</b>		<b>\$42,000</b>

B. Supporting Services Fee:

- The A/E will perform scope validation services for a lump sum fee as follows: \$ 2,500

The following services require prior written authorization by the Board-designee:

- Site Visits:  
The A/E and Designated Specialists will provide up to 14 additional site visits during construction at a flat fee of \$225/visit: Not-to-exceed \$ 3,150

TOTAL SUPPORTING SERVICES FEES: Not-to-exceed \$ 5,650

C. The A/E has agreed to the following document submittal schedule:

- Scope Validation Submittal May 14, 2011
- Phase II/III, 100% complete August 13, 2011

2. Madison Middle (Revised Package Project No. 00260501):

A. Basic Services Fees:

The total negotiated lump sum fee for Basic Services is \$50,465. This fee represents approximately 5.32% of the estimated construction cost, \$949,305 and includes all required services and consultants. Basic Services fees shall be paid based on the completion of the following phases:

REVISED BASIC SERVICES:		FEE:
Phase II/III	Construction Documents, 100% complete/approved	34,865
Phase IV	Bid/Award	1,000
Phase V	a. Construction Administration (to Substantial Completion)	12,600
Phase V	b. Construction Administration (Punch List and Close Out)	1,500
Phase VI	Warranty	500
<b>SUB-TOTAL BASIC SERVICES FEES:</b>		<b>\$50,465</b>

B. Supporting Services Fee:

- The A/E will perform program and scope validation services for a lump sum fee as follows: \$ 2,500

The following services require prior written authorization by the Board-designee:

- Site Visits:  
The A/E and Designated Specialists will provide up to 14 additional site visits during construction at a flat fee of \$225/visit: Not-to-exceed \$ 3,150

TOTAL SUPPORTING SERVICES FEES: Not-to-exceed \$ 5,650

C. The A/E has agreed to the following document submittal schedule:

- Scope Validation Submittal May 14, 2011
- Phase II/III, 100% complete August 13, 2011

3. Hialeah Elementary (Revised Package Project No. 00263103):

A. Basic Services Fees:

The total negotiated lump sum fee for Basic Services is \$35,000. This fee represents approximately 5.54% of the estimated construction cost, \$631,650, and includes all required services and consultants. Basic Services fees shall be paid based on the completion of the following phases:

REVISED BASIC SERVICES:		FEE:
Phase II/III	Construction Documents, 100% complete/approved	23,250
Phase IV	Bid/Award	1,100
Phase V	a. Construction Administration (to Substantial Completion)	8,750
Phase V	b. Construction Administration (Punch List and Close Out)	1,500
Phase VI	Warranty	400
<b>SUB-TOTAL BASIC SERVICES FEES:</b>		<b>\$35,000</b>

B. Supporting Services Fee:

The following services require prior written authorization by the Board-designee:

- Site Visits:

The A/E and Designated Specialists will provide up to 18 additional site visits during construction at a flat fee of \$225/visit:

Not-to-exceed \$ 4,050

TOTAL SUPPORTING SERVICES FEES:

Not-to-exceed \$ 4,050

C. The A/E has agreed to the following document submittal schedule:

- Phase II/III, 100% complete August 13, 2011

The total basic services fee for all three projects is \$127,465.

**Other Terms and 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;
- To the extent possible, printing of the project manuals will be accomplished using in-house resources. Cost of other printing will be reimbursed by the Board on a direct cost basis, per conditions stipulated in the A/E Agreement;
- The Principals' rates are revised from \$125.00/hour to \$112.50/hour for the Architect, and from \$125.00/hour to \$112.50/hour for the Designated Specialists, for Board-authorized additional services;
- The provisional multiplier for hourly compensation is revised from 2.24 and limited to 2.21 for any additional services approved by the Board.
- The A/E shall maintain no less than a \$1 million professional liability insurance policy with a maximum deductible of \$25,000.
- 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; and
- The A/E has agreed to the time-sensitive schedule and the terms and conditions of the Agreement/Amendment, and will commence services upon Board commissioning.

**Project Fund**

1. Lakeview Elementary

Fund: 380000 Object: 5680000 Location: 1282100 Program:15080000 Function:740000



2. Madison Middle

Fund: 380000 Object: 5680000 Location: 1639100 Program:15080000 Function:740000

3. Hialeah Elementary

Fund: 380000 Object: 5680000 Location: 1236100 Program:15080000 Function:740000

**Prior Commissioning & Performance Evaluation**

1. The Board has not commissioned Palenzuela & Hevia Design Group, Inc. within the last three years.
2. The most recent overall performance evaluation score issued by staff to Palenzuela & Hevia Design Group, Inc. was for the quarter ending September 30, 2010. Based on a performance scale of 1-5 (low to high), the firm received a score of 3.71.

**Principal**

The Principal/Owner designated to be directly responsible to the Board for Palenzuela & Hevia Design Group, Inc. is Eugenio Palenzuela. The firm is located at 12201 Southwest 133 Court, Miami, Florida 33186.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, amend the Agreement with Palenzuela & Hevia Design Group, Inc. as Architect/Engineer of Record for the Deferred Maintenance Package #21 Renovations, Maintenance and Repairs to Lakeview Elementary School, Project No. 00260200, Madison Middle School, Project No. 00260500, and Hialeah Elementary School, Project No. 00263100, as follows:

- a) cancel the original project scopes and develop pull-out projects for Selective ADA Additions, Remodeling and Renovations at:
  1. Lakeview Elementary School Project No. 00260202
  2. Madison Middle School Project No. 00260501
  3. Hialeah Elementary School Project No. 00263103
- b) revise A/E basic services fees, as follows:
  1. Lakeview Elementary School \$42,000
  2. Madison Middle School \$50,465
  3. Hialeah Elementary School \$35,000
- c) revise the Project Scopes to Selective ADA Compliance and revise other Terms and Conditions as set forth in the body of the agenda item.

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