

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

SUBJECT: COMMISSIONING OF LAURA M. PEREZ AND ASSOCIATES, INC., AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT KINLOCH PARK MIDDLE SCHOOL, LOCATED AT 4340 NW 3 STREET, MIAMI, FL 33126, PROJECT NO. 01338900

COMMITTEE: FACILITIES AND CONSTRUCTION REFORM

LINK TO STRATEGIC FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY

Introduction

In June 2014, a solicitation was published to competitively select an Architect/Engineer of Record (A/E) for each of the following General Obligation Bond (GOB) funded Renovation Projects at:

- Miami Northwestern Senior High School
- Kinloch Park Middle School
- Melrose Elementary School

Eighteen (18) firms responded to the solicitation; four (4) firms were not evaluated due to incomplete submittals; fourteen (14) firms were evaluated, and five (5) firms were short-listed to compete for the projects. On August 26, 2014, the five (5) short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Wolfberg Alvarez & Partners, Inc. ^(a)
2	Laura M. Perez & Associates, Inc. ^{(a)(b)}
3	KVH Architects, PA ^{(a)(b)}
4	Alleguez Architects, Inc. ^{(a)(b)}
5	SR Architects, PA ^{(a)(b)}

- Notes:
- a) Prime firm holds a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate
 - (b) Prime firm holds a current M-DCPS Small Business Enterprise/Micro Business Enterprise (SBE/MBE) Certificate

This solicitation includes a mandatory SBE/MBE Sub-Consultant Goal of 10% (as determined by the M-DCPS Goal Setting Committee).

Selection

In accordance with the solicitation, and the interview process, the highest-ranked firm was selected to negotiate for the top-valued project, the second-ranked firm for the second-valued project, and the third-ranked firm for the third-valued project.

Laura M. Perez, Inc. (LMP) was ranked #2, and therefore selected to negotiate for the second-valued GOB project at Kinloch Park Middle School. The highest-ranked and the third-ranked firms successfully negotiated for their respective projects as presented under separate Board Agenda items.

Negotiations were successfully concluded and LMP has agreed to provide program validation/final scope definition and full A/E design and construction administration services, as follows:

Project Scope and Services

- The project scope includes, but is not limited to renovations such as fire alarm repair/replacement, PA replacement, covered walkway, roofing replacement, complete HVAC system replacement, chiller replacement, controls replacement, restroom and plumbing renovation, selective window replacement, auditorium acoustical wall and carpet replacement, selective ceiling/flooring replacement, selective fence replacement, paved play area resurfacing, selective water pipe replacement, exterior paint, selective security camera replacement, electric water cooler replacement, shower fixture replacement, cabinet replacement, generator repair and selective lighting replacement.
- A/E services include program validation, phasing plans, full A/E services and may include other services as required by the Board.

Construction Delivery Method

To minimize disruption to students and faculty during construction, and in accordance with M-DCPS' Construction Delivery Method Matrix, the Construction Management (CM) at-Risk delivery method will be used for this project. However, the Board reserves the right to utilize an alternate delivery method, if necessary.

Office of Economic Opportunity (OEO) Review

M-DCPS OEO staff reviewed the SBE/MBE and M/WBE certification status of all team members and verified the existence of a Memorandum of Understanding for each team member outlining roles and responsibilities, as follows:

FIRM NAME (SUB-CONSULTANT)	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
Fraga Engineers, LLC	Electrical Engineer	HF	SBE Tier I	12.5%
Fraga Engineers, LLC	Mechanical Engineer	HF	SBE Tier I	12.5%
SRS Engineering, Inc.	Structural Engineer	HM	SBE Tier II	5.0%
SRS Engineering, Inc.	Civil Engineer	HM	SBE Tier II	5.0%
TOTAL PARTICIPATION (M-DCPS Mandatory Goal 10 %)				35.00 %

LMP is an M-DCPS certified MBE and Hispanic American Female Owned business.

Legend: HF - Hispanic American Female
 HM - Hispanic American Male
 MBE - Micro Business Enterprise
 SBE - Small Business Enterprise

Construction Budget: \$5,005,270 (GOB funded)

Project Schedule:

LMP has agreed to the following time-sensitive document submittal schedule:

- Program Validation/Final Scope Definition Report: November 6, 2014
- Phase I - Schematic Design: December 12, 2014
- Phase - II/III Construction Documents 50% complete: February 2, 2015
- Phase - II/III Construction Documents 100% complete: April 10, 2015

Project construction milestone dates are as follows:

- Board Award - GMP: September 2015
- Construction - Substantial Completion by: March 2017

Terms & Conditions

A. Basic Services Fees:

LMP has agreed to a lump sum fee for Basic Services of \$385,000, which represents approximately 7.69% of the Construction Budget of \$5,005,270. This fee includes all required services, consultants and phasing of construction documents in order to comply with the project schedule, unless noted otherwise as supporting services. Basic Services fees shall be paid based on completion of the following listed phases:

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase I - Schematic Design (complete/accepted by M-DCPS)	10%	\$38,500
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$96,250
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	28%	\$107,800
Phase IV - Bid/Award	3%	\$11,550
Phase V - (A) Construction Administration	29%	\$111,650
Phase V - (B) Punch List/ Closeout	4%	\$15,400
Phase VI - Warranty/Post Occupancy	1%	\$3,850
TOTAL BASIC SERVICES FEE:	100%	\$385,000

B. Supporting Services Fees:

- 1) Program Validation/Final Scope Definition Report, (complete and accepted by M-DCPS)
Lump Sum Fee: \$ 14,500

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

- 2) Additional Site Visits: A maximum of 104 additional site visits at a flat fee of \$225/site visit per discipline, not-to-exceed: \$ 23,400

Total Supporting Services Fees, Not-to-Exceed: \$37,900

C. Other Terms & Conditions:

- The cost of printing will be reimbursed by the Board on a direct cost basis, per conditions stipulated by the A/E Agreement;
- The Principals' rates are set at \$112.50/hour for the Architect and the Sub-consultants, for Board-authorized additional services;
- The standard multiplier for hourly compensation are 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 \$50,000, Worker's Compensation/Employers Liability Insurance, Comprehensive General Liability and Comprehensive Auto Liability Insurance;
- 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;
- Mandatory SBE/MBE Utilization Goal for Sub-Consultants is 10%. The A/E is required to submit a monthly report to the OEO documenting compliance with the Utilization Goal; and
- The A/E has agreed to the terms and conditions of the Agreement and will commence services upon Board commissioning.

Selection Committee

The Selection Committee was composed of the following individuals:

<u>Committee Members</u>	<u>Representing</u>
Jose Solares, Regional Manager, Florida Power & Light Company	Superintendent of Schools
Meriel Seymore, ABC Committee Member, Community Representative	Superintendent of Schools
Michelle Hicks-Levy, Supervisor	M-DCPS Office of Economic Opportunity
William Barimo, Director,	M-DCPS Office of School Facilities
Marilyn Capon, Project Manager II Parsons Brinckerhoff	M-DCPS Office of School Facilities
Eduardo Beraldi, Senior Project, Manager	M-DCPS Office of School Facilities

A representative of the Office of Management and Compliance audits validated the interview scoring calculations and final tabulation. A representative of M-DCPS A/E Selection & Negotiations acted as Facilitator (non-voting) for the interviews and as Chief Negotiator during negotiations.

Project Funding - GOB

Fund: 351000; Object 568000; Location: 1633100; Program: 24630000; Function: 740000

Prior Commissioning & Performance Evaluation

The Board has commissioned LMP for the following services within the last three years:

- Architectural/Engineering Projects Consultant for Miscellaneous Projects up to \$2M each for a four-year term, with extensions at the option of the Board
A/E Services
Date of Commission: 9/5/2012

The most recent overall performance evaluation score issued by staff to LMP was for the quarter ending March 2014. Based on a performance scale of 1-5 (low to high), the firm received a score of 3.76.

Principal

The Principal/Owner designated to be directly responsible to the Board for LMP is Laura Perez. The firm is located at 2402 NW 7 Street, Miami, Florida 33125.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission Laura M. Perez & Associates, Inc., as Architect/Engineer of Record for General Obligation Bond funded Renovations at Kinloch Park Middle School, located at 4340 NW 3 Street, Miami, FL 33126, Project No. 01338900, as follows:

- 1) a lump sum fee of \$385,000 for A/E Basic Services; and
- 2) supporting services and fees, project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:CV:ef