

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

**SUBJECT: COMMISSIONING OF KVH ARCHITECTS, PA, AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT MELROSE ELEMENTARY SCHOOL, LOCATED AT 3050 NW 35 STREET, MIAMI, FL 33142, PROJECT NO. 01337400**

**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. <sup>(a)</sup>
2	Laura M. Perez & Associates, Inc. <sup>(a)(b)</sup>
3	KVH Architects, PA <sup>(a)(b)</sup>
4	Alleguez Architects, Inc. <sup>(a)(b)</sup>
5	SR Architects, PA <sup>(a)(b)</sup>

- 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.

KVH Architects, PA (KVH), was ranked #3, and therefore selected to negotiate for the third-valued GOB Renovation project at Melrose Elementary School. The highest-ranked and the second-ranked firms successfully negotiated for their respective projects as presented under separate Board Agenda items.

Negotiations were successfully concluded and KVH 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 demolition and replacement of building 2 (4 classrooms to house 72 student stations with support spaces totaling approximately 3,688 GSF) and renovations such as selective roofing replacement, selective window replacement, selective exterior & interior door/frame replacement, selective wood & VCT flooring replacement, complete HVAC system replacement (including new HVAC for kitchen), controls replacement, grease trap replacement, restroom and plumbing renovation, electrical infrastructure for selective CCTV system replacement, stage lighting replacement, selective general lighting replacement, exterior building lighting replacement, selective security alarm improvements, complete security camera system replacement, Auditorium sound system replacement, stage curtain replacement, cabinet replacement, emergency lighting system replacement, electrical capacity and selective panel upgrade, covered walkway section, pavement resurfacing and re-stripping, replacement of basketball goals, new kindergarten playground/equipment, PA replacement, selective structural repairs (in accordance with engineering structural report), electric water cooler replacement, and exterior paint.
- The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campuses. New construction shall be designed and constructed to meet the U.S. Green Building Council Leadership in Energy and Environmental Design (LEED) for Schools rating system.
- A/E services include a Castaldi study for building 2, program validation, 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
TLC Engineering for Architecture	Electrical Engineer	N/A	N/A	N/A
TLC Engineering for Architecture	Mechanical Engineer	N/A	N/A	N/A
Eastern Engineering Group Co.	Structural Engineer	HF	SBE Tier I	5%
Eastern Engineering Group Co.	Civil Engineer	HF	SBE Tier I	5%
EOLO A&I Design, Inc.	Other: Interior Design/Material Selection	HF	MBE	N/A
<b>TOTAL PARTICIPATION (M-DCPS Mandatory Goal <u>10</u> %)</b>				<b><u>10</u> %</b>

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

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

Construction Budget: \$4,630,375 (GOB funded)

Project Schedule:

KVH 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:

KVH has agreed to a lump sum fee for Basic Services of \$347,270, which represents approximately 7.50% of the Construction Budget of \$4,630,375. 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:

<b>BASIC SERVICES - PHASE DESCRIPTION</b>	<b>% OF FEE</b>	<b>FEE</b>
Phase I - Schematic Design (complete/accepted by M-DCPS)	10%	\$34,727
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$86,818
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	29%	\$100,708
Phase IV - Bid/Award	2%	\$6,945
Phase V - (A) Construction Administration	29%	\$100,708
Phase V - (B) Punch List/ Closeout	4%	\$13,891
Phase VI - Warranty/Post Occupancy	1%	\$3,473
<b>TOTAL BASIC SERVICES FEE:</b>	<b>100%</b>	<b>\$347,270</b>

B. Supporting Services Fees:

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|--|-----------|
| 1) Program Validation/ Final Scope Definition Report, (complete and accepted by M-DCPS)<br>Lump Sum Fee: | \$ 13,000 |
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The following services require prior written authorization by the Board's designee:

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|---|-----------------|
| 2) Additional Site Visits: A maximum of 100 additional site visits at a flat fee of \$225/site visit per discipline, not-to-exceed: | \$ 22,500       |
| 3) Castaldi Study/ Report, not-to-exceed:   | \$ 6,000        |
| 4) Topographic Survey (New Building #2 / Walkways), not-to-exceed (at actual cost x1,06):   | <u>\$ 7,200</u> |

Total Supporting Services Fees, Not-to-Exceed:	\$ 48,700
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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 is 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 monthly reports 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	Office of Economic Opportunity
William Barimo, Director	M-DCPS Office of School Facilities
Marilyn Capon, Project Manager II (PB)	M-DCPS Office of School Facilities
Eduardo Beraldi, Sr. 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: 563000; Location: 1318100; Program: 2124000; Function: 740000

## Prior Commissioning & Performance Evaluation

The Board has commissioned KVH 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  
AEPC Services  
Date of Commission: 6/17/2013

The most recent overall performance evaluation score issued by staff to KVH was for the quarter ending March 2014. Based on a performance scale of 1-5 (low to high), the firm received a score of 3.36.

## Principal

The Principal/Owner designated to be directly responsible to the Board for KVH is Caridad Hidalgo-Gato. The firm is located at 3900 NW 79 Avenue, Suite 465, Doral, Florida 33166.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission KVH Architects, PA, as Architect/Engineer of Record for General Obligation Bond (GOB) funded Renovations at Melrose Elementary School, located at 3050 N.W. 35 Street, Miami, FL 33142, Project No. 01337400, as follows:

- 1) a lump sum fee of \$347,270 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:OS:ef