

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

SUBJECT: COMMISSIONING OF LAURA M. PEREZ & ASSOCIATES, INC., AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND (GOB) FUNDED RENOVATIONS PROJECT AT HENRY H. FILER MIDDLE SCHOOL, LOCATED AT 531 WEST 29 STREET, HIALEAH, FLORIDA 33012, PROJECT NO. 01433700

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC FRAMEWORK: FINANCIAL EFFICIENCY/STABILITY

Introduction

In March 2015, a solicitation (Request for Qualifications #119) was published to competitively select an Architect/Engineer of Record (A/E) for each of the following five General Obligation Bond (GOB) funded projects at:

- Norland Elementary School
- Gulfstream Elementary School
- Charles R. Hadley Elementary School & PLC-A
- Jesse J. McCrary, Jr., Elementary School
- Henry H. Filer Middle School

Fifteen firms responded to the solicitation. Seven firms were not evaluated due to incomplete submittals; eight firms were evaluated, and all eight firms were short-listed to interview for the projects. On May 11, 2015, the eight short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Rodriguez Architects, Inc. (b)(c)
2 ^(a)	LIVS Associates (b)(c)
2 ^(a)	Alleguez Architecture, Inc. (b)(c)
4	Nyarko Architectural Group, Inc. (b) (c)
5	Laura M. Perez & Associates, Inc. (LMP) (b)(c)
6	KVH Architects, PA (b)(c)
7	SR Architects, PA (b)(c)
8	HAKS Architects & Land Surveyors, Inc.

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- Notes:
- (a) At the conclusion of the interviews, two firms had earned identical average scores and were tied for 2nd place ranking, LIVS Associates (LIVS) and Alleguez Architecture, Inc. (AAI). A tie-breaker was then conducted in accordance with School Board Policy 6320 and FS 295.187. As a result of the tie-breaker, LIVS was ranked #2, and AAI was ranked #3.
 - (b) Prime firm holds a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate
 - (c) Prime firm holds a current M-DCPS Small/Micro Business Enterprise (SMBE) Certificate

This solicitation includes a mandatory SMBE Sub-Consultant Goal of 15% for each project (as determined by the M-DCPS Goal Setting Committee).

Selection

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

Staff has successfully negotiated with the 1st, 2nd, 3rd and 4th ranked firms for the first four highest-valued GOB-funded projects at Norland, Gulfstream, Hadley and McCrary Elementary Schools.

Laura M. Perez & Associates, Inc., (LMP), was ranked #5 and therefore selected to negotiate for the fifth-valued project, GOB-funded Renovations at Henry H. Filer Middle School. Negotiations with the firm were successfully concluded and LMP has agreed to provide the Final Scope Definition Program and full A/E design and construction administration services, as follows:

Project Scope

The preliminary scope of campus-wide miscellaneous renovations includes, but is not limited to:

- Addition of security alarm system;
- Complete HVAC replacement, renovation of group toilets, window replacement, electrical panel board replacement, and elevator in Building 1;
- Renovation of locker rooms, group toilet rooms and shower rooms, domestic water piping replacement, electrical panel board replacement, and selective lighting replacement in Buildings 2 and 3; and
- Selective exterior paint

The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus. 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.

Construction Delivery Method

To minimize disruption to students and faculty during construction and in accordance with M-DCPS's 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 change to an alternate delivery method(s) if it is deemed to be in the best interest of the Board.

Office of Economic Opportunity (OEO) Review

M-DCPS OEO staff established the SMBE 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:

PRIME FIRM <u>LMP is an M-DCPS certified Hispanic-American, and SMBE firm</u> SUB-CONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
Fraga Engineers, LLC	Electrical Engineer	H	SMBE	9.0%
Fraga Engineers, LLC	Mechanical Engineer	H	SMBE	9.0%
DDA Engineers, PA	Structural Engineer	H	-	0%
SRS Engineering, Inc.	Civil Engineer	H	SBE1	2.0%
TOTAL PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				20%

Legend: H - Hispanic-American
 SBE1 - Small Business Enterprise - Tier I
 SMBE - Small/Micro Business Enterprise

Construction Budget: \$1,855,213 (GOB-funded)

Project Schedule:

LMP has agreed to the following document submittal schedule:

- Final Scope Definition Program: July 15, 2015
- Phase I - Schematic Design: August 28, 2015
- Phase - II/III Construction Documents 50% complete: October 26, 2015
- Phase - II/III Construction Documents 100% complete: December 15, 2015

Note: The Phase submittal due dates described above are predicated on M-DCPS' approval of the Final Scope Definition Program by August 6, 2015.

Project construction milestone dates are as follows:

- Board Award - GMP: May 2016
- Construction - Substantial Completion by: December 2017
- Final Completion/Occupancy by: February 2018

Terms & Conditions

A. Basic Services Fees:

LMP has agreed to a lump sum fee for Basic Services of \$141,924 which represents approximately 7.65% of the Construction Budget of \$1,855,213. This Basic Services 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 fees. 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%	\$ 14,192
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$ 35,481
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	29%	\$ 41,158
Phase IV - Bid/Award	2%	\$ 2,838
Phase V - (A) Construction Administration	29%	\$ 41,158
Phase V - (B) Punch List/ Closeout	4%	\$ 5,677
Phase VI - Warranty	1%	\$ 1,420
TOTAL BASIC SERVICES FEE:	100%	\$141,924

B. Supporting Services Fees:

- 1) Final Scope Definition Program, approved by M-DCPS
Lump Sum Fee: \$ 12,000

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

- 2) Additional Site Visits: A maximum of 60 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed: \$ 13,500
- 3) Test & Balance Services, Not-to-Exceed (at cost x 1.06): \$ 12,000

4) Project Specific Survey, Not-to-Exceed
(at cost x 1.06): \$ 5,000

Total Supporting Services Fees, Not-to-Exceed: \$ 42,500

C. Other Terms & 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;
- 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 \$112.50/hour for the Sub-consultants' Principals, 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; Workers Compensation/Employers Liability Insurance; and Comprehensive Auto Liability Insurance; all as specified in the Agreement;
- 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 SMBE Utilization Goal for Sub-Consultants is **15%**. The A/E is required to submit a monthly SMBE utilization report to the Office of Economic Opportunity 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.

The Selection Committee consisted of the following individuals:

Committee Members

David Jaccarino, Director, Florida Memorial
University, Facilities Mngt. & Plant Operations
Thomas Spaulding, District 1 Representative
ABC Committee Member
Brian A. Williams, Economic Development Officer
Francis Hoar, Administrative Director
Armando Ubals, Executive Director
Ana Maria Arias, Planner

Representing

Office of the Superintendent
Community Representative
Office of Economic Opportunity
Office of School Facilities
Office of School Facilities
Office of School Facilities

Octavio D. Suarez, M-DCPS A/E Selection & Negotiations, acted as the Facilitator (non-voting) for the interviews and as A/E Contract Negotiator. A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation.

Project Funding - GOB

Fund: 351000; Object: 568000; Location: 1617100; Program: 24390000; Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record for GOB-funded Program and Master Plan of Partial Replacement & Renovations at Cutler Bay Academy for Advanced Studies, Cutler Ridge Campus, Project No. 01339200
A/E Services
Date of Commission: 11/19/14
- Architect/Engineer of Record for GOB-funded Renovations at Kinloch Park Middle School, Project No. 01338900
A/E Services
Date of Commission: 10/7/14
- Architectural/Engineering Projects Consultant for Miscellaneous Projects up to \$2M each for a four-year term
A/EPC Services
Date of Commission: 9/5/12

Principal

The Principal/Owner designated to be directly responsible to the Board for Laura M. Perez & Associates, Inc., is Laura Perez. The firm is located at 2401 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 (GOB) funded Renovations Project at Henry H. Filer Middle School, located at 531 West 29 Street, Hialeah, Florida 33012, Project No. 01433700, as follows:

- 1) a lump sum fee of \$141,924 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:SGK:ods