

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

**SUBJECT: COMMISSIONING OF KVH ARCHITECTS, P.A., AS ARCHITECT/ENGINEER OF RECORD SHELTERED MARKET FOR SMALL/MICRO BUSINESS ENTERPRISES FOR GENERAL OBLIGATION BOND (GOB) FUNDED RENOVATIONS PROJECT AT HENRY M. FLAGLER ELEMENTARY SCHOOL, LOCATED AT 5222 NW 1 STREET, MIAMI, FLORIDA 33126, PROJECT NO. 01433800**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Introduction

In March 2015, a solicitation (Request for Qualification #120) was published to competitively select an Architect/Engineer of Record (A/E) Sheltered Market for Small Business Enterprise for each of the following four General Obligation Bond (GOB) funded projects at:

- Henry M. Flagler Elementary School
- Hibiscus Elementary School
- D.A. Dorsey Technical College
- Jack D. Gordon Elementary School & Off-Site PLCs

Twelve firms responded to the solicitation. Four firms were not evaluated due to incomplete submittals; eight firms were evaluated, and all eight firms were short-listed to interview for the projects. One firm, Alleguez Architecture, Inc., declined to interview. On May 12, 2015, the remaining seven short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	KVH Architects, P.A. (KVH) <sup>(a)(b)</sup>
2	Carty Architecture, L.L.C. <sup>(a)(b)</sup>
3	Laura M. Perez & Associates, Inc. <sup>(a)(b)</sup>
4	Rodriguez Architects, Inc. <sup>(a)(b)</sup>
5	SR Architects, PA <sup>(a)(b)</sup>
6	Nyarko Architectural Group, Inc. <sup>(a)(b)</sup>
7	LIVS Associates <sup>(a)(b)</sup>

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

KVH Architects, P.A., (KVH), was ranked #1, and therefore selected to negotiate for the highest-valued, GOB-funded Renovations project at Henry M. Flagler Elementary School. Negotiations with the firm were successfully concluded and KVH 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:

- Site-related items such as a new bus drop-off and playground replacement
- Window and door replacement
- HVAC and plumbing upgrades and restroom renovations
- Electrical upgrades and other miscellaneous renovations

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 MWBE 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:

<b>PRIME FIRM</b> <u>KVH is a M-DCPS certified Hispanic-American, and SMBE</u>  <b>SUB-CONSULTANT FIRM NAME</b>	<b>DISCIPLINE / ROLE</b>	<b>M/WBE CERTIFICATION CATEGORY</b>	<b>SMBE CERTIFICATION CATEGORY</b>	<b>GOAL (%) COMMITMENT</b>
Eastern Engineering Group Company	Structural Engineer	H	SBE1	10%
Eastern Engineering Group Company	Civil Engineer	H	SBE1	5%
<b>TOTAL PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)</b>				<b>15%</b>

- Legend: H - Hispanic-American  
 SBE1 - Small Business Enterprise - Tier 1  
 SMBE - Small/Micro Business Enterprise

Construction Budget: \$2,275,447 (GOB-funded)

Project Schedule:

KVH 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: August 2017
- Final Completion/Occupancy by: October 2017

Terms & Conditions

A. Basic Services Fees:

KVH has agreed to a lump sum fee for Basic Services of \$170,660, which represents approximately 7.50% of the Construction Budget of \$2,275,447. 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:

<b>BASIC SERVICES - PHASE DESCRIPTION</b>	<b>% OF FEE</b>	<b>FEE</b>
Phase I - Schematic Design (complete/accepted by M-DCPS)	10%	\$ 17,066
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$ 42,665
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	29%	\$ 49,491
Phase IV - Bid/Award	2%	\$ 3,414
Phase V - (A) Construction Administration	29%	\$ 49,491
Phase V - (B) Punch List/ Closeout	4%	\$ 6,826
Phase VI - Warranty	1%	\$ 1,707
<b>TOTAL BASIC SERVICES FEE:</b>	<b>100%</b>	<b>\$170,660</b>

**B. Supporting Services Fees:**

- 1) Final Scope Definition Program, approved by M-DCPS  
Lump Sum Fee: \$ 13,000

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

- 2) Additional Site Visits: A maximum of 80 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed: \$ 18,000
- 3) Site Specific Survey, Not-to-Exceed: \$ 7,200  
(at cost x 1.06)
- 4) Test & Balance Services, Not-to-Exceed: \$ 12,500  
(at cost x 1.06)
- 5) Traffic Study, Not-to-Exceed: \$ 8,000  
(at cost x 1.06)

Total Supporting Services Fees, Not-to-Exceed: \$58,700

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 \$10,000; 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

Representing

David Jaccarino, Director, Florida Memorial University, Facilities Mgmt. & Plant Operations	Office of the Superintendent
Thomas Spaulding, District 1 Representative ABC Committee Member	Community Representative
Torey Alston, Executive Director	Office of Economic Opportunity
Erick Laventure, Executive Director	Office of School Facilities
Carlos Bravo, Coordinator III, Advanced Planning	Office of School Facilities
Nathaly Simon, Staff Specialist	Office of School Facilities

Carolina Velez, 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: 563000; Location: 1188100; Program: 19890000; Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record for GOB-funded Renovations Project at Melrose Elementary School, Project No. 01337400  
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: 6/19/13

Principal

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

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission KVH Architects, P.A., as Architect/Engineer of Record Sheltered Market for Small/Micro Business Enterprises for General Obligation Bond (GOB) Funded Renovations Project at Henry M. Flagler Elementary School, located at 5222 NW 1 Street, Miami, Florida 33126, Project No. 01433800, as follows:

- 1) a lump sum fee of \$170,660 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:cv