

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

SUBJECT: COMMISSIONING OF LIVS ASSOCIATES AS ARCHITECT/ENGINEER OF RECORD (SHELTERED MARKET – SMALL MICRO BUSINESS ENTERPRISE) FOR GENERAL OBLIGATION BOND-FUNDED RENOVATIONS AT COCONUT GROVE ELEMENTARY SCHOOL, LOCATED AT 3351 MATILDA STREET, MIAMI, FLORIDA 33133, PROJECT NO. 01433000

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction

In May 2015, a solicitation (Request for Qualifications #124) was published to competitively select an Architect/Engineer (A/E) of Record (Sheltered Market - Small Business Enterprise) for each of the following three General Obligation Bond-funded projects:

- Renovations and PE Shelter Replacement at Rockway Elementary School – Project No. 01425200
- Renovations at Mae M. Walters Elementary School – Project No. 01434700
- Renovations at Coconut Grove Elementary School – Project No. 01433000

Thirteen firms responded to the solicitation. Two firms were not evaluated due to incomplete submittals; eleven firms were evaluated, and all eleven firms were short-listed to interview for the projects. The firm of CIMA (d/b/a CIMA Engineering Corporation) declined the interview. On July 7 and 8, 2015, the ten remaining short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	SR Architects, P.A. (a)(b)
2	Rodriguez Architects, Inc. (a)(b)
3	LIVS Associates (a)(b)
4	Laura M. Perez & Associates, Inc. (a)(b)
5	KVH Architects, P.A. (a)(b)
6	Llorente Architect, P.A. (a)(b)
7	Alleguez Architecture, Inc. (a)(b)

- 8 ProCon Engineering, Inc. (a)(b)
9 Nyarko Architectural Group, Inc. (a)(b)
10 Jorge A. Gutierrez Architect, LLC (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 & Micro Business Enterprise (SMBE) Certificate

This solicitation includes a mandatory SMBE Sub-Consultant utilization 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 highest-valued project, the second-ranked firm for the second-valued project, and the third-ranked firm for the third-valued project.

LIVS Associates (LIVS), was ranked #3, and therefore selected to negotiate for the third-valued, GOB-funded Renovations project at Coconut Grove Elementary School. Negotiations with the firm were successfully concluded and LIVS has agreed to provide the Final Scope Definition Program and full A/E design and construction administration services, as follows:

Project Scope

The preliminary project scope includes, but is not limited to:

- Site-related: provide selective new covered walkways, repair/replace damaged concrete walks; replace K-8 play area and new playground impact-resistant surface; replace basketball goal standards; site drainage corrections and re-grading; new emergency generator;
- Remove 2 existing portables and restore site;
- Window and door replacement;
- Group restroom renovations including fixture and interior finishes replacement; sanitary sewer and domestic water piping system repairs/replacement; and
- Electrical up-grades and other selective interior renovations;
- HVAC system-wide replacement including controls;
- Fire Alarm and PA system-wide replacement;
- Selective roof replacement (Bldg. 02); and
- Selective exterior paint.

The project will required full A/E services, including assessment and scope validation, and may include other services as required by the Board. 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 at-Risk (CMR) 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>LIVS is a M-DCPS certified Hispanic-American firm</u>	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
SUB-CONSULTANT FIRM NAME				
LIVS Associates (In-house)	Electrical Engineer	HA	SBE1	-
SDM Consulting Engineers, Inc.	Mechanical Engineer	HA	SBE2	7%
Eastern Engineering Group Company	Structural Engineer	HA	SBE1	3%
Eastern Engineering Group Company	Civil Engineer	HA	SBE1	5%
The EFCA Group, LLC	Construction Admin	AA	SMBE	1%
TOTAL PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				16%

- Legend:
- HA - Hispanic-American
 - AA - African-American
 - SBE1 - Small Business Enterprise - Tier 1
 - SBE2 - Small Business Enterprise - Tier 2
 - SMBE - Small & Micro Business Enterprise

Construction Budget: \$2,537,578 (GOB-funded)

Project Schedule:

LIVS has agreed to the following document submittal schedule:

- Final Scope Definition Program: October 7, 2015
- Phase I - Schematic Design: November 19, 2015
- Phase - II/III Construction Documents 50% complete: January 8, 2016

- Phase - II/III Construction Documents 100% complete: February 29, 2016

Note: The Phase submittal due dates described above are predicated on M-DCPS' approval of the Final Scope Definition Program by October 28, 2015.

Project construction milestone dates are as follows:

- Board Award - GMP: August 2016
- Construction - Substantial Completion by: November 2017
- Final Completion/Occupancy by: January 2018

Terms & Conditions

A. Basic Services Fees:

LIVS has agreed to a lump sum fee for Basic Services of \$189,915, which represents approximately 7.48% of the Construction Budget of \$2,537,578. 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%	\$ 18,992
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$ 47,479
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	29%	\$ 55,075
Phase IV - Bid/Award	2%	\$ 3,798
Phase V - (A) Construction Administration	29%	\$ 55,075
Phase V - (B) Punch List/ Closeout	4%	\$ 7,597
Phase VI - Warranty	1%	\$ 1,899
TOTAL BASIC SERVICES FEE:	100%	\$ 189,915

B. Supporting Services Fees:

- Final Scope Definition Program, approved 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 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)	\$ 10,000
4) Project Specific Survey, Not-to-Exceed: (at cost x 1.06)	<u>\$ 6,330</u>
Total Supporting Services Fees, Not-to-Exceed:	\$ 44,330

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 provisional multiplier for hourly compensation, for assignment of technical personnel housed in places other than A/E's offices, is limited to 1.53 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; 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

Blanca Bazan, Project Manager (see note)	Office of the Superintendent
Rodney Williams, Project Manager	Office of School Facilities
Silvia Gonzalez, Architect	Office of School Facilities
Luis Martinez, Director Facilities Services	Office of School Facilities
Brian A. Williams, Economic Development Officer	Office of Economic Opportunity
Thomas Spaulding, District 1 Representative	Community Representative

Note: The original committee member (Jose Solares) was unable to participate in the interview process, therefore the alternate at-large replaced him.

Carolina Velez, M-DCPS A/E Selection & Negotiations, acted as the Facilitator (non-voting) for the interviews and as chief 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: 1084100; Program: 19050000; Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record for GOB-funded Renovation Project at Gulfstream Elementary School, Project No. 01442700
A/E Services
Date of Commission: 6/17/15
- Architectural/Engineering Projects Consultant for Miscellaneous Projects up to \$2M each for a four-year term
A/EPC Services
Date of Commission: 9/05/12

Principal

The Principal/Owner designated to be directly responsible to the Board for LIVS Associates is Antonio Rosabal. The firm is located at 2121 Ponce de Leon Boulevard, Suite 610, Coral Gables, Florida 33134.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission LIVS Associates, as Architect/Engineer of Record (Sheltered Market – Small Micro Business Enterprise) for General Obligation Bond-funded Renovations Project at Coconut Grove Elementary School, located at 3351 Matilda Street, Miami, Florida 33133, Project No. 01433000, as follows:

- 1) a lump sum fee of \$189,915 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:cv