

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

**SUBJECT: COMMISSIONING OF M.C. HARRY & ASSOCIATES, INC.,
AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL
OBLIGATION BOND-FUNDED RENOVATIONS AT
ARCOLA LAKE ELEMENTARY SCHOOL, LOCATED AT
1037 N.W. 81 STREET, MIAMI, FLORIDA 33150,
PROJECT NO. 01432500**

COMMITTEE: FACILITIES AND CONSTRUCTION

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Introduction

In May 2015, a solicitation (Request for Qualifications #123) was published to competitively select an Architect/Engineer (A/E) of Record for each of the following seven General Obligation Bond (GOB) funded projects:

- Renovations at Lakeview Elementary School - Project No. 01434500
- Renovations at Arcola Lake Elementary School - Project No. 01432500
- Renovations at Parkview Elementary School - Project No. 01435200
- Renovations at Springview Elementary School - Project No. 01435400
- Renovations & Buildings 03, 05, 06 & 10 Replacement at Scott Lake Elementary School - Project No. 01424300
- Renovations at Kenwood K-8 Center - Project No. 01434400
- Renovations at Toussaint L'Ouverture Elementary School - Project No. 01435500

Seventeen firms responded to the solicitation. Three firms were not evaluated due to incomplete submittals; fourteen firms were evaluated, and ten firms were short-listed to interview for the projects. One firm, SR Architects, P.A., withdrew from the interviews. On July 28, 2015, the nine remaining short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Alleguez Architecture, Inc. (a)(b)
2	M.C. Harry & Associates, Inc.
3	KVH Architects, P.A. (a)(c)
4	Laura M. Perez & Associates, Inc. (a)(c)
5	Rodriguez Architects, Inc. (a)(c)
6	Nyarko Architectural Group, Inc. (a)(c)
7	LIVS Associates (a)(b)
<u>Rank</u>	<u>Firm</u>
8	Jorge Gutierrez Architect, L.L.C. (a)(c)

- Notes:
- (a) Prime firm holds a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate
 - (b) Prime firm holds a current Small Business Enterprise (SBE) Certificate
 - (c) 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 so on.

M.C. Harry & Associates, Inc. (MCH), was ranked #2, and therefore selected to negotiate for the second highest-valued, GOB-funded Renovations project at Arcola Lake Elementary School. The first, third, fourth, fifth, sixth and seventh-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items. Negotiations with MCH were successfully concluded and the firm 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 work consists of campus-wide miscellaneous renovations including, but not limited to:

- Site-related improvements to include re-surfacing and re-striping of basketball courts;
- Removal of portable and site restoration;
- HVAC system-wide replacement including controls;
- Repair or replacement of Fire Alarm, PA and Security Alarm/camera systems' components;
- Group restroom renovations (Bldg. 01) including replacement of fixtures and finishes;
- Selective exterior door replacement;
- Re-roofing (Bldg. 01);
- Electrical upgrades and other selective interior renovations; and
- Selective exterior paint.

The project will require 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 has been selected for this project. However, the Board reserves the right to utilize an alternate delivery method, if 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 sub-consultant and verified the existence of a Memorandum of Understanding outlining roles and responsibilities, as follows:

PRIME FIRM MCH is not certified by M-DCPS as either M/WBE or SMBE SUB-CONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
SDM Consulting Engineers, Inc.	Electrical Engineer	Hispanic-American	Small Business Enterprise Tier 2	7.5%
SDM Consulting Engineers, Inc.	Mechanical Engineer	Hispanic-American	Small Business Enterprise Tier 2	7.5%
Bliss & Nyitray, Inc.	Structural Engineer	-	-	
BCC Engineering, Inc.	Civil Engineer	Hispanic-American	-	
Building Center No. 3 (*)	One or more of the following: • Support design/drafting/specification production • Constr. Admin services • Construction Phase Site visits and Reports	African-American	Micro Business Enterprise	2.0%
TOTAL PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				17.0%

Note: (*) In addition to the sub-consultants submitted with their RFQ Response, and subsequent to negotiations, MCH has added a sub-consultant, thereby increasing their SMBE goal percentage commitment from 15% to 17%.

Construction Budget: \$2,653,967 (GOB-funded)

Project Schedule:

MCH has agreed to the following document submittal schedule:

- Final Scope Definition Program: November 12, 2015
- Phase I - Schematic Design: January 15, 2016
- Phase - II/III Construction Documents 50% complete: February 29, 2016
- Phase - II/III Construction Documents 100% complete: April 15, 2016

Note: The Phase submittal due dates described above are predicated on M-DCPS approval of the Final Scope Definition Program by December 7, 2015.

Project construction milestone dates are as follows:

- Board Award - Guaranteed Maximum Price: September 2016
- Construction - Substantial Completion by: March 2018
- Final Completion / Occupancy by: May 2018

Terms & Conditions

1. Basic Services Fees:

MCH has agreed to a lump sum fee for Basic Services of \$200,284, which represents approximately 7.55% of the Construction Budget of \$2,653,967. 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)	10.0%	\$20,029
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25.0%	\$50,071
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$29,041
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	14.5%	\$29,041
Phase IV - Bid/Award	2.0%	\$4,006
Phase V - (A) Construction Administration	29.0%	\$58,082
Phase V - (B) Punch List/ Closeout	4.0%	\$8,011
Phase VI - Warranty	1.0%	\$2,003
TOTAL BASIC SERVICES FEE:	100.0%	\$200,284

2. Supporting Services Fees:

- a) Final Scope Definition Program, approved by M-DCPS

Lump Sum Fee: \$12,500
 The following services require prior written authorization by the Board's designee:

- b) Additional Site Visits: A maximum of 75 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed: \$16,875
 - c) Test & Balance Services, Not-to-Exceed (at cost x 1.06): \$11,500
 - d) Project Specific Survey, Not-to-Exceed (at cost x 1.06): \$5,000
- Total Supporting Services Fees, Not-to-Exceed: \$45,875

3. 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 \$50,000; Workers Compensation/Employers Liability Insurance; Comprehensive General Liability; 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.

Selection Committee

The Selection Committee consisted of the following individuals:

Committee Members

Thomas Spaulding, District 1 Representative
 Berny Blanco, Director
 Dennis Arechavala, Planner
 Don Bailey, Senior Project Manager
 Denise Mincey-Mills, Compliance Specialist

Representing

Superintendent of Schools
 Office of School Facilities
 Office of School Facilities
 Office of School Facilities
 Office of Economic Opportunity

Meriel Seymore, ABC Member

Community Representative

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Octavio Suarez, M-DCPS A/E Selection & Negotiations, acted as the facilitator (non-voting) for the interviews and as chief negotiator during negotiations.

Project Funding - GOB

Fund: 351000 Object: 568000 Location: 1010100 Program: 18240000 Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record at American Senior High School
GOB-funded Renovations - Project No. 01419100
A/E Services Commissioned: January 14, 2015
- Architect/Engineer of Record at Oak Grove Elementary School
GOB-funded Renovations - Project No. 01337300
A/E Services Commissioned: July 16, 2014

Principal

The Principal / Owner designated to be directly responsible to the Board for M.C. Harry & Associates, Inc. is James W. Piersol. The firm is located at 2780 S.W. Douglas Road, Suite 302, Miami, Florida 33133.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission M.C. Harry & Associates, Inc., as Architect/Engineer of Record for General Obligation Bond-funded Renovations at Arcola Lake Elementary School, located at 1037 N.W. 81 Street, Miami, Florida 33150, Project No. 01432500, as follows:

- 1) a lump sum fee of \$200,284 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:sgk