

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

SUBJECT: COMMISSIONING OF KVH ARCHITECTS, P.A., AS ARCHITECT/ENGINEER (A/E) OF RECORD FOR GENERAL OBLIGATION BOND (GOB) FUNDED RENOVATIONS AT GRATIGNY ELEMENTARY SCHOOL, LOCATED AT 11905 NORTH MIAMI AVENUE, MIAMI, FLORIDA, 33168, PROJECT NO. 01433600

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction

In October 2015, Request for Qualifications (RFQ) #128 was published to competitively select an Architect/Engineer (A/E) of Record for each of the following General Obligation Bond (GOB) funded projects under the Procedures for the Selection of Architects and Engineers (Pilot Program Revision dated September 3, 2015):

- Renovations at Hialeah-Miami Lakes Senior High School - Project No. 01326600
- Renovations at Miami Springs Middle School - Project No. 01434900
- Renovations and Physical Education (PE) Shelter Replacement at Gratigny Elementary School - Project No. 01433600

A fourth project advertised in RFQ #128 (Classroom Building 09 Replacement and Renovations at Biscayne Gardens Elementary School – Project No. 01432800) was removed from this solicitation to be re-advertised at a later date.

Sixteen firms responded to the solicitation. Four firms were not evaluated due to incomplete submittals; twelve firms were evaluated, and 6 firms were short-listed to interview for the projects. On January 28, 2016, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	M.C. Harry & Associates, Inc.
2	Jorge Gutierrez Architect, L.L.C. (a)(b)
3	KVH Architects, P.A. (a)(b)
4	Laura M. Perez & Associates, Inc. (a)(b)
5	Rodriguez Architects, Inc. (a)(b)
6	SR Architects, P.A. (a)(b)

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- 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.

KVH Architects, P.A, (KVH), was ranked third and, therefore, negotiated for the third-valued GOB funded Renovations and Physical Education (PE) Shelter Replacement project at Gratigny Elementary School. The highest and second-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items. Negotiations with KVH 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:

- Demolition of Building 09 (flammable storage and PE storage) replacement of Building 10 (previously demolished) with new PE Shelter including two storage rooms, flammable storage and two toilet rooms;
- Demolition of 9 portables and site restoration;
- Site-related: provide additional parking (approximately 28 spaces); resurface and restripe basketball courts; replace goal standards, replace playground surface/equipment; provide new shade structure for playground; new covered walkway to connect drop-off area to main building;
- Window replacement, flooring replacement;
- HVAC system-wide replacement, including controls;
- Group restroom renovations including replacement of fixtures/finishes; repair/replace sanitary sewer system, and domestic water piping;
- Kitchen repairs;
- New Security Alarm System;
- Electrical upgrades and other selective exterior/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 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 each sub consultant and verified the existence of a Memorandum of Understanding outlining roles and responsibilities, as follows:

PRIME FIRM <u>KVH is certified by M-DCPS as Hispanic American and SMBE</u> SMBE - SUBCONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
Eastern Engineering Group Co.	Structural Engineer	Hispanic-Woman	Small Business Enterprise Tier 1	10.0%
Ross Engineering, Inc	Civil Engineer	Woman	Small Business Enterprise Tier 1	3.0%
Cooper Construction Management & Consulting	Other: Estimating	African American Male	Small & Micro Business Enterprise	2.0%
SMBE PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				15.0%

NON-SMBE SUBCONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	%
TLC Engineering for Architecture, Inc.	Electrical Engineer	-	-	15.0%
TLC Engineering for Architecture, Inc.	Mechanical Engineer	-	-	15.0%
Chen Moore and Associates, Inc.	Other: Landscape Architect	Asian-American Male	-	1.0%
TOTAL SUBCONSULTANT PARTICIPATION				46.0%

Construction Budget: \$3,069,592 (GOB funded)

Project Schedule:

KVH has agreed to the following document submittal schedule:

- Final Scope Definition Program: April 6, 2016

(Traffic Study, if required, due by May 09, 2016)

- Phase I - Schematic Design: May 20, 2016
- Phase - II/III Construction Documents 50% complete: July 5, 2016
- Phase - II/III Construction Documents 100% complete: August 26, 2016

Project construction milestone dates are as follows:

- Board Award - Guaranteed Maximum Price : January 18, 2017
- Construction - Substantial Completion by: August 2018
- Final Completion by: October 2018

Note: The Phase submittal due dates described above are predicated on M-DCPS acceptance of the Final Scope Definition Program by April 27, 2016.

Terms & Conditions

1. Basic Services Fees:

KVH has agreed to a lump sum fee for Basic Services of \$230,800 which represents approximately 7.52% of the Construction Budget of \$3,069,592. 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%	\$23,080
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25.0%	\$57,700
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$33,466
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	14.5%	\$33,466
Phase IV - Bid/Award	2.0%	\$4,616
Phase V - (A) Construction Administration	29.0%	\$66,932
Phase V - (B) Punch List/Closeout	4.0%	\$9,232
Phase VI - Warranty	1.0%	\$2,308
TOTAL BASIC SERVICES FEE:	100.0%	\$230,800

2. Supporting Services Fees:

- a) Final Scope Definition Program, approved by M-DCPS
Lump Sum Fee: \$14,000

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

a) Additional Site Visits: A maximum of 100 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed:	\$22,500
b) Test & Balance Services, Not-to-Exceed (at cost x 1.06):	\$13,500
c) Project Specific Survey, Not-to-Exceed (at cost x 1.06):	\$7,800
d) Traffic Study, Not-to-Exceed (at cost x 1.06):	<u>\$6,500</u>
Total Supporting Services Fees, Not-to-Exceed:	\$64,300

4. 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 Subconsultants' 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

Jose Solares, FPL Manager (Retired)
 Thomas Spaulding, ABC Committee Member
 Carlos Hevia, Executive Director
 Denise Mincey-Mills, Compliance Specialist
 Julliette Pinder, Project Manager II
 Rodney Williams, Project Manager II

Representing

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

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Mr. Octavio Suarez, A/E Selection Analyst, AE 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: 1224100 Program: 20190000 Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record at Parkview Elementary School
GOB funded Renovations - Project No. 01435200
A/E Commissioned: October 14, 2015
- Architect/Engineer of Record (Sheltered Market Small/Micro Business Enterprise) at Henry M. Flagler Elementary School
GOB funded Renovations - Project No. 01433800
A/E Commissioned: June 17, 2015
- Architect/Engineer of Record at Melrose Elementary School
GOB funded Renovations - Project No. 01337400
A/E Commissioned: October 7, 2014
- Architectural/Engineering Projects Consultant for Miscellaneous Projects up to \$2M each for a four-year term
A/EPC Commissioned: June 19, 2013

Principal

The Principal/Owner designated to be directly responsible to the Board for KVH Architects, P.A., is Ms. Caridad Hidalgo-Gato. The firm is located at 3900 N.W. 79 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 for General Obligation Bond funded Renovations and Physical Education (PE) Shelter Replacement at Gratigny Elementary School, located at 11905 North Miami Avenue, Miami, Florida 33168, Project No. 01433600, as follows:

- 1) a lump sum fee of \$230,800 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.

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