

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

SUBJECT: COMMISSIONING OF LAURA M. PEREZ & ASSOCIATES, INC., AS ARCHITECT/ENGINEER (A/E) OF RECORD (SHELTERED MARKET – MICRO BUSINESS ENTERPRISE) FOR GENERAL OBLIGATION BOND (GOB) FUNDED CLASSROOM ADDITION & RENOVATIONS AT BEN SHEPPARD ELEMENTARY SCHOOL, LOCATED AT 5700 WEST 24 AVENUE, HIALEAH, FLORIDA 33016, PROJECT NUMBER 01423500

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction

In December 2015, Request for Qualifications (RFQ) #130 was published to competitively select an Architect/Engineer (A/E) of Record, Sheltered Market for Small Business Enterprises (SBE) or Micro Business Enterprises (MBE), 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):

- Air Base K-8 Center for International Education - Phase I - Classroom Addition, Remodeling & Renovations, Project Number 01442800
- Ben Sheppard Elementary School - Classroom Addition & Renovations, Project Number 01423500
- Ethel Koger Beckham Elementary School - Classroom Addition (for K-8 conversion) & Minor Renovations, Project Number 01426100
- Ruth K. Broad/Bay Harbor K-8 Center - Classroom Addition, Project Number 01439400

Nine firms responded to the solicitation. Two firms were not evaluated due to incomplete submittals; seven firms were evaluated, and seven firms were short-listed to interview for the projects. On February 26, 2016, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Rodriguez Architects, Inc. (a)(c)
2	Laura M. Perez & Associates, Inc. (a)(c)
3	Carty Architecture, L.L.C. (a)(c)
4	Gurri Matute, P.A. (a)(b)
5	SR Architects, P.A. (a)(c)

- 6 Jorge A. Gutierrez Architect, L.L.C. ^{(a)(c)}
7 Alleguez Architecture, Inc. ^{(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 SBE Certificate
(c) Prime firm holds a current M-DCPS MBE Certificate

This solicitation includes a mandatory SBE and/or MBE 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; the third-ranked firm for the third-value project and the fourth-ranked firm for the fourth-value project.

Laura M. Perez & Associates, Inc. (LMP), was ranked #2, and therefore selected to negotiate for the second-valued, GOB funded Classroom Addition & Renovations project at Ben Sheppard Elementary School. The first, third and fourth-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items. Negotiations with LMP 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 includes, but not limited to:

- New one-story Classroom addition (11,457 GSF building) to house 286 student stations and covered walkway to connect to main building;
- Demolition of 40 portables and site restoration;
- New Bus Drop-Off (including all related drives, walks and covered walkways);
- Asphalt Coating replacement;
- Re-stripe existing parking lot;
- New Playground and impact surface;
- Complete Heating Ventilation and Air Conditioning (HVAC), and Controls replacement;
- Storm Drainage system;
- Selective replacement of Sanitary sewer piping;
- Selective interior lighting replacement;
- New Security Alarm system; 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

In accordance with M-DCPS' Construction Delivery Method Matrix, the Competitive Bid 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 Small Micro Business Enterprise (SMBE) and M/WBE certification status of the prime firm and each sub-consultant and verified the existence of a Memorandum of Understanding outlining roles and responsibilities, as follows:

PRIME FIRM <u>LMP is a M-DCPS certified Hispanic American and MBE firm</u>	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
SUBCONSULTANT FIRM NAME				
Fraga Engineers, L.L.C.	Electrical Engineer	Hispanic-American	Small Business Enterprise Tier 2	10%
Fraga Engineers, L.L.C.	Mechanical Engineer	Hispanic-American	Small Business Enterprise Tier 2	10%
AMBRO, Inc.	Civil Engineer	African-American	Small Business Enterprise Tier 1	8%
Bell Landscape Architecture, Inc.	Landscape Architecture	White-Female	Micro Business Enterprise	3.0%
SMBE PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				31.0%

NON-SMBE SUBCONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	%
DDA Engineers	Structural Engineer	Hispanic-American	-	8%
TOTAL SUBCONSULTANT PARTICIPATION				39.0%

Construction Budget: \$4,214,100 (GOB funded)

Project Schedule:

LMP has agreed to the following document submittal schedule:

- Final Scope Definition Program: June 21, 2016
(Traffic Study, if required, due by June 13, 2016)
- Phase I - Schematic Design: August 9, 2016
- Phase - II/III Construction Documents 50% complete: October 3, 2016
- Phase - II/III Construction Documents 100% complete: December 7, 2016

Project construction milestone dates are as follows:

- Board Award: May 2017
- Construction - Substantial Completion by: June 2018
- Final Completion by: August 2018

Note: The Phase submittal due dates described above are predicated on M-DCPS acceptance of the Final Scope Definition Program by July 12, 2016.

Terms & Conditions

1. Basic Services Fees:

LMP has agreed to a lump sum fee for Basic Services of \$327,500 which represents approximately 7.77% of the Construction Budget of \$4,214,100. This Basic Services fee includes all required services, consultants, alternates and phasing of construction documents in order to comply with the project schedule and construction budget, 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%	\$32,750
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25.0%	\$81,875
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$47,488
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	14.5%	\$47,488
Phase IV - Bid/Award	2.0%	\$6,550
Phase V - (A) Construction Administration	29.0%	\$94,975
Phase V - (B) Punch List/Closeout	4.0%	\$13,100
Phase VI - Warranty	1.0%	\$3,274
TOTAL BASIC SERVICES FEE:	100.0%	\$327,500

2. Supporting Services Fees:

- a) Final Scope Definition Program, approved by M-DCPS
Lump Sum Fee: \$15,000

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): \$10,000
 - c) Project Specific Survey, Not-to-Exceed (at cost x 1.06): \$10,000
 - d) Traffic Study, Not-to-Exceed (at cost x 1.06): \$10,000

Total Supporting Services Fees, Not-to-Exceed: \$67,500

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 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; 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

Michael Krtausch, Executive Director
 Thomas Spaulding, ABC Committee Member
 Michelle Hicks-Levy, Executive Director
 Marilyn Capon, Project Manager II
 Julliette Pinder, Project Manager II
 Hilda Jimenez, Planner, Advance Planning

Representing

Superintendent of Schools
 Community Representative
 Office of Economic Opportunity
 Office of School Facilities
 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. Carolina Velez, A/E Selection Analyst, 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: 563000 Location: 1502100 Program: 07760000 Function: 740000
Fund: 351000 Object: 568000 Location: 1502100 Program: 07760000 Function: 740000

Prior Commissioning

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

- A/E of Record for GOB-funded Renovations Project at Springview Elementary School, Project Number 01435400
Date of Commission: 10/14/15
- A/E of Record for GOB-funded Partial Replacement & Renovations Project at Cutler Bay Academy for Advance Studies, Cutler Ridge Campus, Project Number 01339200 (Shelter Market for SMBE)
Date of Commission: 8/5/15
- A/E of Record for GOB-funded Renovations Project at D. A. Dorsey Technical College, Project Number 01442900 (Shelter Market for SMBE)
Date of Commission: 6/17/15
- A/E of Record for GOB-funded Partial Replacement & Renovations Project at Henry H. Filer Middle School, Project Number 01433700
Date of Commission: 6/17/15
- A/E of Record for GOB-funded Partial Replacement & Renovations Project at Cutler Bay Academy for Advance Studies, Cutler Ridge Campus, Project Number 01339200 (Shelter Market for SMBE)
Master Plan
Date of Commission: 11/19/14
- A/E of Record for GOB-funded Renovations Project at Kinloch Park Middle School, Project Number 01338900
Date of Commission: 10/7/14
- Architectural/Engineering Projects Consultant (A/EPC) for Miscellaneous Projects up to \$2M each for a four-year term
Date of Commission: 9/05/12

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 N.W. 7 Street, Miami, Florida 33125.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission Laura M. Perez & Associates, Inc., as Architect/Engineer (A/E) of Record (Sheltered Market – Micro Business Enterprise) for General Obligation Bond (GOB) Funded Classroom Addition & Renovations at Ben Sheppard Elementary School, Located at 5700 West 24 Avenue, Hialeah, Florida 33016, Project Number 01423500, as follows:

- 1) a lump sum fee of \$327,500 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