

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

SUBJECT: COMMISSIONING OF GURRI MATUTE, P.A., AS ARCHITECT/ENGINEER (A/E) OF RECORD (SHELTERED MARKET – SMALL BUSINESS ENTERPRISE) FOR GENERAL OBLIGATION BOND (GOB) FUNDED CLASSROOM ADDITION AT RUTH K. BROAD/BAY HARBOR K-8 CENTER, LOCATED AT 1155 93 STREET, BEL HARBOR ISLANDS, FLORIDA 33154, PROJECT NUMBER 01439400

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)

**REVISED
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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 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.

Gurri Matute, P.A. (GM), was ranked #4, and therefore selected to negotiate for the fourth-valued, GOB funded Classroom Addition project at Ruth K. Broad/Bay Harbor K-8 Center. The first, second and third-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items. Negotiations with GM 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 a classroom addition to provide approximately 396 student stations, approximately 23,459 GSF, with shelter/basketball courts on the ground level to include bleachers, scoreboard and related site work. Miscellaneous renovations include, but are not limited to:

- Public Address (PA) and Fire Alarm (FA) systems interface with existing service;
- Demolition of existing hard courts and basketball standards;
- Relocation of existing storm sewer as required by the proposed addition; and
- Removal of 4' high chain link fencing and replacement as needed.

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 GM is a M-DCPS certified Hispanic American and SBE Tier 1 firm	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	
SUBCONSULTANT FIRM NAME					
Louis J. Aguirre & Associates, P.A.	Electrical Engineer	Hispanic-American	Small Business Enterprise Tier 2	7%	} Revised
Louis J. Aguirre & Associates, P.A.	Mechanical Engineer	Hispanic-American	Small Business Enterprise Tier 2	6%	
Avino & Associates, Inc.	Civil Engineer	Hispanic-American	Micro Business Enterprise	3%	} Deleted
SMBE PARTICIPATION (M-DCPS Mandatory SMBE Goal 15%)				16.0%	

NON-SMBE SUBCONSULTANT FIRM NAME	DISCIPLINE / ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	%	
DDA Engineers, P.A.	Structural Engineer	Hispanic-American	-	10%	} Revised
KW Consulting *	Cost Estimating	African-American	-	1%	} Added
TOTAL SUBCONSULTANT PARTICIPATION				27.0%	} Revised

Note:

* Subsequent to the negotiations it was determined that a Landscape Architect would not be required for the scope of work. GM requested removal of the Landscape Architect and addition of a Cost Estimating Consultant.

Construction Budget: \$3,965,000 (GOB funded)

Project Schedule:

GM has agreed to the following document submittal schedule:

- Final Scope Definition Program: June 6, 2016
- Phase I - Schematic Design: July 27, 2016
- Phase - II/III Construction Documents 50% complete: September 26, 2016
- Phase - II/III Construction Documents 100% complete: December 5, 2016

Project construction milestone dates are as follows:

- Board Award: May 2017
- Construction - Substantial Completion by: December 2018
- Final Completion by: January 2019

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

Terms & Conditions

1. Basic Services Fees:

GM has agreed to a lump sum fee for Basic Services of \$311,250 which represents approximately 7.85% of the Construction Budget of \$3,965,000. 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%	\$31,125
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25.0%	\$77,813
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	16.5%	\$51,356
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	14.5%	\$45,131
Phase IV - Bid/Award	2.0%	\$6,225
Phase V - (A) Construction Administration	29.0%	\$90,263
Phase V - (B) Punch List/Closeout	2.0%	\$6,225
Phase VI - Warranty	1.0%	\$3,112
TOTAL BASIC SERVICES FEE:	100.0%	\$311,250

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):	\$12,000
c) Project Specific Survey, Not-to-Exceed (at cost x 1.06):	\$10,000
d) Threshold Inspections: A maximum of 60 threshold inspections at a flat fee of \$225/site visit, Not-to-Exceed:	<u>\$13,500</u>
Total Supporting Services Fees, Not-to-Exceed:	\$73,000

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

Representing

Superintendent of Schools
Community Representative
Office of Economic Opportunity

Marilyn Capon, Project Manager II
Julliette Pinder, Project Manager II
Hilda Jimenez, Planner, Advance Planning

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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: 1024100 Program: 18360000 Function: 740000
Fund: 301000 Object: 563000 Location: 1024100 Program: 18360000 Function: 740000

Prior Commissioning

The Board has not commissioned GM for A/E services within the last three years:

Principal

The Principal/Owner designated to be directly responsible to the Board for Gurri Matute, P.A., is Daphne I. Gurri. The firm is located at 5001 S.W. 74 Court, Suite 208, Miami, Florida 33155.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission Gurri Matute, P.A., as Architect/Engineer (A/E) of Record (Sheltered Market – Small Business Enterprise) for General Obligation Bond (GOB) Funded Classroom Addition at Ruth K. Broad/Bay Harbor K-8 Center, Located at 1155 93 Street, Bay Harbor Islands, Florida 33154, Project Number 01439400, as follows:

- 1) a lump sum fee of \$311,250 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