

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 FOR AUDITORIUM AND CLASSROOM ADDITION AT MIAMI ARTS STUDIO 6-12 AT ZELDA GLAZER, LOCATED AT 15015 S.W. 24 STREET, MIAMI, FLORIDA 33185, PROJECT NUMBER 01543800**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Introduction

In February 2016, a Request for Qualifications (RFQ) #131 was published to competitively select an Architect/Engineer (A/E) of Record for the Auditorium & Classroom Addition project at Miami Arts Studio 6-12 at Zelda Glazer, under the "Procedures for the Selection of Architects and Engineers (Pilot Program Revision dated September 3, 2015):

Eight firms responded to the solicitation. Two firms were not evaluated due to incomplete submittals; six firms were evaluated, and 3 firms were short-listed to interview for the project. On April 12, 2016, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

| <u>Rank</u> | <u>Firm</u>                              |
|-------------|--|
| 1           | Laura M. Perez & Associates, Inc. (a)(b) |
| 2           | Silva Architects, L.L.C. (a)(b)          |
| 3           | M.C. Harry & Associates, Inc.            |

- 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 Business Enterprise (SBE) or Micro Business Enterprise (MBE) Certificate

This solicitation includes a mandatory SBE/MBE Sub-consultant Utilization Goal of 18% (as determined by the M-DCPS Goal Setting Committee).

### Selection

Laura M. Perez & Associates, Inc., (LMP), was ranked #1, and therefore selected to negotiate with M-DCPS. Based on the Master Plan and Program developed for this project by LMP under an A/EPC Work Order and received by the Board on January 15, 2016, the Board elected to proceed with Option II (the construction of Phases I and II together).

Negotiations with LMP were successfully concluded and the firm has agreed to provide full A/E design and construction administration services, as follows:

### Project Scope

- The project Scope includes, but is not limited to, a new 700-seat Auditorium (approximately 12,000 GSF) including a full working-stage, orchestra pit, dressing, control, storage and green rooms, lobby, ticket booth, concession, restrooms, CCTV suite (with production studio, control room, workshop, production classroom, distribution and editing rooms), vocal music classrooms (one middle level and one senior high level) with practice, ensemble and dance rooms, and all related support spaces for each area. The design shall include all required Mechanical/Electrical/Plumbing infrastructure connections for the new building, all system tie-ins to the existing school and all related onsite and offsite improvements. This project will accommodate 73 additional student stations (for a school total of 1568 student stations);
- New parking lot for 101 additional parking spaces (to serve both the high school and new addition) with landscaping, lighting, and drainage;
- Demolition and replacement of 3 hard courts; and
- Remodeling of room #2105 Dance Room (Building 02) into Costume Storage and Storage rooms.

The project will require full A/E services 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, traditional (Hard Bid) delivery method has been selected for this project. However, the Board reserves the right to utilize an alternate delivery method, 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 SBE/MBE 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:

| <b>PRIME FIRM</b><br><u>LMP is certified by M-DCPS as a MBE and Hispanic-American firm</u> |                            |                                     |                                       |                            |
|--|----------------------------|-------------------------------------|---------------------------------------|----------------------------|
| <b>SUB-CONSULTANT FIRM NAME</b>  | <b>DISCIPLINE/ROLE</b>     | <b>M/WBE CERTIFICATION CATEGORY</b> | <b>SBE/MBE CERTIFICATION CATEGORY</b> | <b>GOAL (%) COMMITMENT</b> |
| FRAGA ENGINEERS, L.L.C.  | Electrical Engineer        | Hispanic-American                   | SBE Tier 2                            | 9.0%                       |
| FRAGA ENGINEERS, L.L.C.  | Mechanical Engineer        | Hispanic-American                   | SBE Tier 2                            | 9.0%                       |
| AMBRO, INC.  | Civil Engineer             | African-American                    | SBE Tier 1                            | 7.0%                       |
| BELL LANDSCAPE ARCHITECTURE  | Other: Landscape Architect | Woman                               | MBE                                   | 3.0%                       |
| <b>SBE/MBE PARTICIPATION (M-DCPS Mandatory SMBE Goal 18%)</b>                              |                            |                                     |                                       | <b>28.0%</b>               |

| <b>NON-SBE/MBE SUB-CONSULTANT FIRM NAME</b>                         | <b>DISCIPLINE/ROLE</b> | <b>M/WBE CERTIFICATION CATEGORY</b> | <b>SMBE CERTIFICATION CATEGORY</b> | <b>%</b>     |
|---|------------------------|-------------------------------------|------------------------------------|--------------|
| DDA ENGINEERS   | Structural Engineer    | Hispanic-American                   | -                                  | 10.0%        |
| <b>TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)</b> |                        |                                     |                                    | <b>38.0%</b> |

Construction Cost Estimate: \$7,690,000 (per LMP Master Plan/Program, January 15, 2016, Option II)

Project Schedule:

LMP has agreed to the following document submittal schedule:

- Phase I, Schematic Design, 100% complete: August 8, 2016
- Phase - II/III Construction Documents 50% complete: December 2, 2016
- Phase - II/III Construction Documents 100% complete: February 20, 2017

Project construction milestone dates are as follows:

- Board Award - Hard Bid: July 12, 2017
- Construction - through Substantial Completion by: June 2018
- Occupancy/Final Completion by: August 2018

Note: Phase II/III submittal due dates described above are predicated on M-DCPS acceptance of Phase I, Schematic Design documents, by August 18, 2016.

Terms and Conditions

1. Basic Services Fees:

LMP has agreed to a lump sum fee for Basic Services of \$521,555 which represents approximately 6.78% of the Construction Budget of \$7,690,000. 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:

| <b>BASIC SERVICES - PHASE DESCRIPTION</b>  | <b>% OF FEE</b> | <b>FEE</b>       |
|--|-----------------|------------------|
| Phase I - Schematic Design (complete/accepted by M-DCPS)   | 8%              | \$ 41,724        |
| Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)   | 25%             | \$130,389        |
| Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)  | 15%             | \$ 78,233        |
| Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official) | 15%             | \$ 78,234        |
| Phase IV - Bid/Award   | 4%              | \$ 20,862        |
| Phase V - (A) Construction Administration through Substantial Completion   | 28%             | \$146,035        |
| Phase V - (B) Punch List/Closeout/Occupancy  | 4%              | \$ 20,862        |
| Phase VI - Warranty (duration 365 days from Substantial Completion)  | 1%              | \$ 5,216         |
| <b>TOTAL BASIC SERVICES FEE:</b>   | <b>100.0%</b>   | <b>\$521,555</b> |

2. The following Supporting Services require prior written authorization by the Board's designee:

- a) Additional Site Visits: A maximum of 50 additional site visits at a flat fee of \$225/site visit, per discipline, Not-to-Exceed: \$11,250
- b) Threshold Inspections: A maximum of 50 threshold inspections at a flat fee of \$225/inspection, Not-to-Exceed: \$11,250
- c) Acoustics Consultant, Not-to-Exceed (at cost x 1.06): \$12,000
- d) Test & Balance Services, Not-to-Exceed (at cost x 1.06): \$ 8,000
- e) Project Specific Land Survey, Not-to-Exceed (at cost x 1.06): \$10,000
- f) Traffic Study, Not-to-Exceed (at cost x 1.06): \$ 8,000

Total Supporting Services Fees, Not-to-Exceed:

**\$60,500**

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 \$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 SBE/MBE Sub-consultants Utilization Goal is 18%. The A/E is required to submit a monthly SBE/MBE utilization report to the Office of Economic Opportunity documenting compliance with the Utilization Goal;
- A Reuse Fee shall be calculated per Article XIII of the Agreement, should the Board opt to reuse the design and construction documents at another facility in the future; 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

Mabel Morales, District Supervisor  
Ana Maria Arias, Planner, Advanced Planning  
Chuks O. Chinyere, Sr. Project Manager, Maintenance  
Julliette Pinder, Project Manager II, CIP  
Christopher Gardner, Contracts Compliance Analyst  
Meriel Seymour, ABC Committee Member

Representing

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

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Mr. Ed Ford, A/E Selection Analyst, A/E Selection & Negotiations, acted as the facilitator (non-voting) for the interviews.

Ms. Sharon Grau-Kramer served as chief negotiator, and Ms. Marilyn Capon (who served on the Interview Committee as an Alternate) served on the Negotiation committee.

Project Funding: non-GOB

Fund: 379000 Object: 568000 Location: 1605200 Program: 27780000 Function: 740000

Prior Commissions

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

- A/E of Record (MBE - Sheltered Market) at Ben Sheppard Elementary School  
GOB funded Classroom Addition and Renovations - Project No. 01423500  
A/E Commissioned: April 13, 2016
- A/E of Record at Springview Elementary School  
GOB funded Renovations - Project No. 01435400  
A/E Commissioned: October 14, 2015
- A/E of Record (SMBE - Sheltered Market) at D. A. Dorsey Technical College  
GOB funded Renovations - Project No. 01442900  
A/E Commissioned: June 17, 2015
- A/E of Record at Henry H. Filer Middle School  
GOB funded Renovations - Project No. 01433700  
A/E Commissioned: June 17, 2015
- A/E at Cutler Bay Academy for Advanced Studies, Cutler Ridge Campus (Program & Master Plan)  
GOB funded Partial Replacement & Renovations - Project No. 01339200  
A/E Commissioned: November 19, 2014 (Part I)
- A/E of Record at Cutler Bay Academy for Advanced Studies, Cutler Ridge Campus  
GOB funded Partial Replacement & Renovations - Project No. 01339200  
A/E Commissioned: August 5, 2015 (Part II)
- A/E of Record at Kinloch Park Middle School  
GOB funded Renovations - Project No. 01338900  
A/E Commissioned: October 7, 2014

Principal

The Principal/Owner designated to be directly responsible to the Board for Laura M. Perez & Associates, Inc. is Ms. Laura M. 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 of Record for Auditorium & Classroom Addition at Miami Arts Studio 6-12 at Zelda Glazer, located at 15015 S.W. 24 Street, Miami, Florida, 33185, Project Number 01543800, as follows:

- 1) a lump sum fee of \$521,555 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:SGK:sgk