

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

SUBJECT: COMMISSIONING OF SALTZ MICHELSON ARCHITECTS, INC., AS ARCHITECT/ENGINEER (A/E) OF RECORD FOR GENERAL OBLIGATION BOND (GOB) FUNDED RENOVATIONS AND PHYSICAL EDUCATION (P.E.) SHELTER REPLACEMENT AT MEADOWLANE ELEMENTARY SCHOOL LOCATED AT 4280 WEST 8 AVENUE, HIALEAH, FLORIDA 33012, PROJECT NUMBER 01434800

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction

In March 2016, Request for Qualifications (RFQ) #133 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):

- Benjamin Franklin K-8 Center - Classroom Addition and Renovations, Project Number 01432700
- Meadowlane Elementary School - Renovations & Physical Education (P.E.) Shelter Replacement, Project Number 01434800

Eleven firms responded to the solicitation. Two firms were not evaluated due to incomplete submittals; nine firms were evaluated, and six firms were short-listed to interview for the projects. One firm, Laura M. Perez & Associates, Inc., declined to interview. On May 18, 2016, the remaining five 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	Saltz Michelson Architects, Inc.
3	Gilli-McGraw Architects, L.L.P. (a)(b)
4	KVH Architects, P.A. (a)(b)
5	Diaz Carreno & Partners, 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 Small Business Enterprise (SBE) or Micro Business Enterprise (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 and the second-ranked firm for the second-valued project.

Saltz Michelson Architects, Inc. (SMA), was ranked #2, and therefore selected to negotiate for the second-valued, GOB funded Renovations & P.E. Shelter Replacement project at Meadowlane Elementary School. The first ranked firm successfully negotiated their respective project and is being presented under a separate Board agenda item. Negotiations with SMA 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 is not limited to campus-wide miscellaneous renovations and replacements, as follows:

- Demolition and replacement of P.E. Shelter (Building 12) and P.E. Storage (Building 10);
- Playground replacement including standards and surface replacement, re-grade site drainage, provide additional covered walkways and replace damaged walks as needed;
- Selective replacement of damaged aluminum windows, damaged storage cabinets and damaged movable partitions;
- Campus-wide replacement of selective Vinyl Composition Tile (VCT) and acoustical ceilings, and miscellaneous carpet flooring;
- Selective HVAC system-wide replacement including controls, and selective exhaust fan replacement;
- Replace restroom fixtures and finishes including sanitary sewer and domestic water piping, and miscellaneous plumbing repairs and replacement;
- Campus-wide replacement of Fire Alarm System, Public Address System and Security Camera System including infrastructure;
- Replace damaged panel boards, damaged electrical circuit breakers and stage lighting; and miscellaneous electrical and lighting fixtures repairs/replacement; 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 Construction

Management at Risk 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 SBE, MBE and MWBE 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>SMA is not certified by M-DCPS as SBE, MBE or MWBE</u>	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT
SUB-CONSULTANT FIRM NAME				
Fraga Engineers, Inc.	Electrical Engineer	Hispanic- American	Small Business Enterprise Tier 2	10.0%
Fraga Engineers, Inc.	Mechanical Engineer	Hispanic- American	Small Business Enterprise Tier 2	5.0%
Brill, Rodriguez, Salas & Associates	Structural Engineer	Hispanic- American	Small Business Enterprise Tier 1	5.0%
SMBE PARTICIPATION (M-DCPS Mandatory SMBE Goal <u>15%</u>)				20.0%

NON-SMBE SUB-CONSULTANT FIRM NAME	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SMBE CERTIFICATION CATEGORY	%
Chen Moore & Associates	Civil Engineer	Asian-American	-	1.0%
Keith & Associates, Inc.	Landscape Architect	Woman	-	0.5%
NON-SMBE SUB-CONSULTANT PARTICIPATION				1.5%

Construction Budget: \$4,313,769 (GOB funded)

Project Schedule:

SMA has agreed to the following document submittal schedule:

- Final Scope Definition Program: August 22, 2016
- Phase I - Schematic Design: October 12, 2016
- Phase - II/III Construction Documents 50% complete: December 12, 2016
- Phase - II/III Construction Documents 100% complete: February 16, 2017

Project construction milestone dates are as follows:

- Board Award - Guaranteed Maximum Price (GMP): July 2017
- Construction - Substantial Completion by: July 2019
- Final Completion by: August 2019

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

Terms & Conditions

1. Basic Services Fees:

SMA has agreed to a lump sum fee for Basic Services of \$322,000 which represents approximately 7.46% of the Construction Budget of \$4,313,769. 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%	\$32,200
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25.0%	\$80,500
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$48,300
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	14.5%	\$41,860
Phase IV - Bid/Award	2.0%	\$6,440
Phase V - (A) Construction Administration	29.0%	\$96,600
Phase V - (B) Punch List/Closeout	4.0%	\$12,880
Phase VI - Warranty	1.0%	\$3,220
TOTAL BASIC SERVICES FEE:	100.0%	\$322,000

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:

- b) Additional Site Visits: A maximum of 100 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed: \$22,500
- c) Test & Balance Services, Not-to-Exceed (at cost x 1.06): \$15,000

d) Project Specific Survey, Not-to-Exceed (at cost x 1.06):	<u>\$10,000</u>
Total Supporting Services Fees, Not-to-Exceed:	\$62,500

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 SMBE Sub-consultants Utilization Goal 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:

<u>Committee Members</u>	<u>Representing</u>
David Jaccarino, Director of Facilities Florida Memorial University	Superintendent of Schools
Ed Willis, Director, Facilities Services M-DCPS	Office of School Facilities
Dennis Arechavala, Planner, Advanced Planning	Office of School Facilities
Rene Hackshaw, Project Manager II	Office of School Facilities
Christopher Gardner, Contract Compliance Analyst	Office of Economic Opportunity
Thomas Spaulding, ABC Committee Member	Community Representative

A representative of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Ms. 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: 1314100 Program:21210000 Function: 740000
Fund: 351000 Object: 568000 Location: 1314100 Program:21210000 Function: 740000

Prior Commissioning

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

- Architect/Engineer of Record at Shenandoah Middle School, GOB funded Renovations - Project Number 01339000
Date of Commission: January 14, 2015

Principal

The Principal/Owner designated to be directly responsible to the Board for Saltz Michelson Architects, Inc., is Mr. Charles A. Michelson. The firm is located at 20451 N.W. Second Avenue, Suite 112, Miami, Florida 33169.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, commission Saltz Michelson Architects, Inc., as Architect/Engineer of Record for General Obligation Bond funded Renovations and P.E. Shelter Replacement at Meadowlane Elementary School, Located at 4280 West 8 Avenue, Hialeah, Florida 33012, Project Number 01434800, as follows:

- 1) a lump sum fee of \$322,000 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