

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

SUBJECT: COMMISSIONING OF PALENZUELA & HEVIA DESIGN GROUP, INC., AS ARCHITECT/ENGINEER (SHELTERED MARKET - MICRO BUSINESS ENTERPRISE) FOR PART 1 SERVICES (PROGRAM/MASTER PLAN) FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT NORTH MIAMI BEACH SENIOR HIGH SCHOOL, LOCATED AT 1247 N.E. 167 STREET, MIAMI, FLORIDA 33162, PROJECT NUMBER 01327000

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction:

In May 2017, a solicitation (Request for Qualifications 152 – Sheltered Market) was published to competitively select an Architect/Engineer of Record (A/E) for the following General Obligation Bond (GOB) funded Projects under the “Procedures for the Selection of Architects and Engineers” (Pilot Program 2nd Revision dated September 6, 2016):

- Renovations and New P.E. Shelter at Earlington Heights Elementary School
4750 N.W. 22 Avenue, Miami, Florida, 33142, Project Number 01423200
- Renovations at Lenora Braynon Smith Elementary School
4700 N.W. 12 Avenue, Miami, Florida 33127, Project Number 01529200
- Renovations at North Miami Beach Senior High School
1247 N.E. 167 Street, Miami, Florida 33162, Project Number 01327000

Ten (10) firms responded to the solicitation. All ten (10) firms were evaluated, and seven (7) firms were short-listed to interview. On August 22, 2017, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Silva Architects, L.L.C.
2	Nyarko Architectural Group, Inc.
3	Palenzuela & Hevia Design Group, Inc.
4	KVH Architects, P.A.
5	Gili-McGraw Architects, L.L.P.
6	Rodriguez Architects, Inc.

7 ProCon Engineering, Inc.

- Notes:
1. All Prime firms hold a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate and a current M-DCPS Small Business Enterprise (SBE)/Micro Business Enterprise (MBE) Certificate.
 2. This solicitation includes a mandatory SBE/MBE Sub-consultant Utilization Goal of 15% (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 (Earlington Heights ES), the second-ranked firm for the second-valued project (Lenora Braynon Smith ES), and the third-ranked firm for the third-valued project (North Miami Beach SHS).

Palenzuela & Hevia Design Group, Inc. (PHDG) was the third-ranked firm and therefore, negotiated for the third-valued GOB funded Renovations project at North Miami Beach SHS. The first, and second-ranked firms successfully negotiated their respective projects and are being presented under separate Board agenda items.

Scope of Services:

The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus.

The A/E scope of service will be commissioned in two parts, as follows:

PART 1 - Development and approval of a Final Scope Definition Program and Master Plan (based on the Pre-programming Package developed by M-DCPS dated April 2017, including, but not limited to, site analysis, mechanical/electrical/plumbing systems analysis, scope/feasibility options, construction cost estimates, project scheduling, and phasing plans). A/E services may include other services as required by the Board.

PART 2 - Staff will negotiate A/E professional services for full design and construction administration services and submit a Board agenda item recommending commissioning following approval of Part 1 services. The Board reserves the right to negotiate with another ranked firm under this solicitation or re-advertise the services using the Final Scope Definition Program and Master Plan developed by PHDG.

Negotiations with PHDG were successfully concluded and the firm has agreed to provide Program/Master Plan services, as follows:

School Profile:

The campus, on approximately 18 acres, is comprised of 7 permanent buildings and associated covered walkways, built between 1971 and 2005 with a total of 297,223 GSF.

Project Scope:

The preliminary scope of work for this project consists of campus-wide renovations, including but not limited to:

- Re-coating and re-stripping of hardcourts and parking lots,
- PA and security alarm systems upgrades,
- Selective replacement of HVAC components including AHUs, exhaust fans and HVAC controls to DDC (as required),
- Selective replacement of doors and frames, acoustical ceilings and VCT flooring,
- Replacement of stage curtain and retractable bleachers,
- Replacement of water coolers and water heater,
- Replacement of Athletic Sport flooring at Building 03,
- Selective replacement of interior lighting, electrical panel board and miscellaneous electrical work, and
- Selective interior/exterior paint.

Construction Delivery Method:

To minimize disruption to students and faculty during construction, and in accordance with the 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 alternative 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 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 PHDG is M-DCPS certified as a MBE and Hispanic-American owned firm	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	NON-SBE/MBE (%) COMMITMENT
SUB-CONSULTANT FIRM NAME					
Hammond & Associates, Inc.	Electrical Engineer	African-American	MBE	8.6%	-
Hammond & Associates, Inc.	Mechanical Engineer	African-American	MBE	8.6%	-
M. A. Suarez & associates, Inc.	Structural Engineer	Hispanic-American	MBE	3.8%	-
HP Consultants, Inc.	Civil Engineer	Asian-American	MBE	3.8%	-
Bell Landscape Architectural, Inc.	Landscape Architect	Woman	MBE	3.8%	-
Associates Consulting Technicians	Estimator	-	-	-	10.5
TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 15%)				28.6%	-
TOTAL NON-SBE/MBE PARTICIPATION					10.5%
TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)				39.1%	

Note:

1. Subsequent to the negotiations, PHDG submitted increased commitment percentages for each of their sub-consultants. Accordingly, their total revised SBE/MBE participation increased from 19.0% to 28.6%.
2. Attachment "A" includes applicable SBE/MBE and M/WBE certificates for the prime firm and their sub-consultant(s) at the time the RFQ Response was submitted.

Construction Cost Estimate: \$1,987,283 (GOB funded)

Project Schedule:

PHDG has agreed to the following A/E's document submittal schedule for Part 1 - Final Scope Definition Program and Master Plan for the project, including all required consultants, as follows:

PART 1

- Draft Scope Definition Program and Master Plan December 5, 2017
- 100% Final Scope Definition Program and Master Plan January 15, 2018

Note: It is anticipated that Issue Resolution by M-DCPS will be completed by December 22, 2017, and that the Final Scope Definition Program and Master Plan will be approved by February 9, 2018, in order to go forward with Part 2 negotiations.

PART 2 (milestones contingent on approval and signoffs for Part 1)

- Board Commission - Full A/E Services March 14, 2018
- Phase I - Schematic Design April 12, 2018
- Phase II/III Construction Documents 50% complete June 11, 2018
- Phase II/III Construction Documents 100% complete August 9, 2018

Construction milestones (contingent on approved documents)

- Board Award - Guaranteed Maximum Price (GMP) January 2019
- Construction - Substantial Completion by: March 2020
- Final completion by: April 2020

Terms & Conditions:

1. Program/Master Plan Services Fees:

PHDG has agreed to a lump sum fee for Program/Master Plan Services of \$14,750 (with a Construction Budget of \$1,987,283). The fee includes all required services, consultants and phasing in order to comply with the project schedule. The fee shall be paid based on completion of the following listed services:

PROGRAM/MASTER PLAN SERVICES	% OF FEE	FEE
Draft Submittal (complete/accepted by M-DCPS)	50%	\$7,375
100% Completed (complete/accepted by M-DCPS)	40%	\$5,900
100% Completed/M-DCPS Approved	10%	\$1,475
TOTAL PROGRAM/MASTER PLAN SERVICES FEE:	100%	\$14,750

2. Other Terms & Conditions:

- All work shall be in compliance with State Requirements for Educational Facilities, the Florida Building Code, National Fire Prevention Code, applicable life safety codes, barrier-free design guidelines, Florida Statutes and District Design Standards and policies. Passive design elements and low-energy usage features shall be incorporated in the new work;
- 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 \$500,000 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 SBE/MBE Sub-Consultants Utilization Goal is 15%. 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; 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:

Thomas Spaulding, ABC Member
 Ana Maria Arias, Planner, Advance Planning
 Paul Rousseau, Project Manager II, Construction
 Keith Warner, Cost Estimator, Advance Planning
 Asmide Louizi, SBE Contracts Compliance Manager
 Meriel Seymore, ABC 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. Carolina Velez, A/E Selection Analyst, A/E Selection & Negotiations, acted as the facilitator (non-voting) for the interviews and served as chief negotiator during negotiations.

Project Funding (GOB funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1754100	26810000	740000	01327000

Prior Commissions:

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

- Greynolds Park Elementary School
 Part 2 services (Full A/E Services) for GOB funded Renovations - Project Number 01423700
 Date of Commission: September 6, 2017
- Greynolds Park Elementary School
 Part 1 services (Programming and Masterplan) for GOB funded Renovations - Project Number 01423700
 Date of Commission: April 5, 2017

Principal:

The Principal/Owner designated to be directly responsible to the Board for Palenzuela & Hevia design Group, Inc., is Eugenio Palenzuela. The firm is located at 12201 S.W. 133 Court, Miami, Florida 33186.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission Palenzuela & Hevia Design Group, Inc., as Architect/Engineer (Sheltered Market Micro Business Enterprises) for Part 1 Services (Program/Master Plan) for General Obligation Bond funded Renovations at North Miami Beach Senior High School, located at 1247 N.E. 167 Street, Miami, Florida 33162, Project Number 01327000, as follows:

- 1) A lump sum fee of \$14,750 for Part 1 services; and
- 2) Fees, preliminary project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:CV:cv

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(October 11, 2017 School Board Agenda Item F-32)

COB FUNDED RENOVATIONS AT NORTH MIAMI BEACH SHS - LEGAL AD # 152 (SM SBE/MBE)

PALENZUELA & HEVIA DESIGN GROUP, INC.
ARCHITECT

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate

THIS CERTIFIES THAT
Palenzuela & Hevia Design Group, Inc.

OWNED AND CONTROLLED FIRM, PURSUANT TO

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

October 9, 2016 October 9, 2019 6604290
Issue Date Expiration Date Vendor No.

Michelle Hevia-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
Palenzuela & Hevia Design Group, Inc.

IS OWNED AND CONTROLLED BY A(N)
HISPANIC AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

October 9, 2016 October 9, 2019 6604290
Issue Date Expiration Date Vendor No.

Michelle Hevia-Lenz


Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(October 11, 2017 School Board Agenda Item F-32)

GOB FUNDED RENOVATIONS AT NORTH MIAMI BEACH SHS - LEGAL AD # 152 (SM SBE/MBE)

HAMMOND & ASSOCIATES, INC.
MECHANICAL/ELECTRICAL ENGINEERS

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate

THIS CERTIFIES THAT
Hammond & Associates


OWNED AND CONTROLLED FIRM, PURSUANT TO
PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

June 21, 2017 Issue Date	June 21, 2020 Expiration Date	6519079 Vendor No.
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Michelle Nicko-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
Hammond & Associates

IS OWNED AND CONTROLLED BY A(N)
AFRICAN AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

June 21, 2017 Issue Date	June 21, 2020 Expiration Date	6519079 Vendor No.
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Michelle Nicko-Lenz

Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(October 11, 2017 School Board Agenda Item F-32)

GOB FUNDED RENOVATIONS AT NORTH MIAMI BEACH SHS - LEGAL AD # 152 (SM SBE/MBE)

M. A. SUAREZ & ASSOCIATES, INC.
STRUCTURAL ENGINEER

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate

THIS CERTIFIES THAT
M.A Suarez & Associates, Inc

OWNED AND CONTROLLED FIRM, PURSUANT TO

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

August 23, 2017 Issue Date	August 23, 2020 Expiration Date	6516016 Vendor No.
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Ronda A. Vargatz
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
M.A Suarez & Associates, Inc

IS OWNED AND CONTROLLED BY A(N)
HISPANIC AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

August 23, 2017 Issue Date	August 23, 2020 Expiration Date	6516016 Vendor No.
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Ronda A. Vargatz
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Miami, Florida 33132

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(October 11, 2017 School Board Agenda Item F-32)

GOB FUNDED RENOVATIONS AT NORTH MIAMI BEACH SHS - LEGAL AD # 152 (SM/SBE/MBE)

HP CONSULTANT, INC.
CIVIL ENGINEER

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate


THIS CERTIFIES THAT
HP Consultants, Inc.

OWNED AND CONTROLLED FIRM, PURSUANT TO
PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

October 12, 2016 Issue Date	October 12, 2019 Expiration Date	6518280 Vendor No.
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Michelle Podes-Lanz
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1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Minority/Women Business Enterprise (MWBE) Certificate

THIS CERTIFIES THAT
HP Consultants, Inc.

IS OWNED AND CONTROLLED BY A(N)
ASIAN AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

October 12, 2016 Issue Date	October 12, 2019 Expiration Date	6518280 Vendor No.
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Michelle Podes-Lanz
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

ATTACHMENT "A"
SBE/MBE & M/WBE CERTIFICATES
(October 11, 2017 School Board Agenda Item F-32)

GOB FUNDED RENOVATIONS AT NORTH MIAMI BEACH SHS - LEGAL AD #162 (SM SBE/MBE)

BELL LANDSCAPE ARCHITECTURE
LANDSCAPE ARCHITECT, INC.

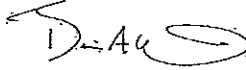
MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate
THIS CERTIFIES THAT

Bell Landscape Architecture

OWNED AND CONTROLLED FIRM, PURSUANT TO
MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02




December 14, 2015
Issue Date

October 22, 2017
Expiration Date

6519445
Vendor No.

Brian Williams, GEO Development Officer
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 423
Miami, Florida 33132

MIAMI-DADE COUNTY PUBLIC SCHOOLS



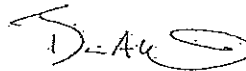
Minority/Women Business Enterprise (MWBE) Certificate
THIS CERTIFIES THAT

Bell Landscape Architecture

IS OWNED AND CONTROLLED BY AN

WOMEN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02



December 14, 2015
Issue Date

October 22, 2017
Expiration Date

6519445
Vendor No.

Brian Williams, GEO Development Officer
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Miami, Florida 33132