

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

**SUBJECT: COMMISSIONING OF PALENZUELA & HEVIA DESIGN GROUP, INC., AS ARCHITECT/ENGINEER (SHELTERED MARKET - SMALL BUSINESS ENTERPRISE) FOR PART 1 SERVICES (PROGRAM / MASTER PLAN) FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT GREYNOLDS PARK ELEMENTARY SCHOOL, LOCATED AT 1536 N.E. 179 STREET, NORTH MIAMI BEACH, FLORIDA 33162, PROJECT NUMBER 01423700**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Introduction:

In December 2016, a solicitation (Request for Qualifications 148) was published to competitively select an Architect/Engineer of Record (A/E) Sheltered Market Small Business Enterprise (SBE) or Micro Business Enterprise (MBE) for Part 1 and 2 services for the following General Obligation Bond (GOB) funded Renovation Projects under the "Procedures for the Selection of Architects and Engineers" (Pilot Program 2<sup>nd</sup> Revision dated September 6, 2016):

- Coral Way K-8 Center  
1950 S.W. 13 Avenue, Miami, Florida, 33145, Project Number 01528300
- South Miami Middle School  
6750 S.W. 60 Street, South Miami, Florida 33143, Project Number 01530300
- Greynolds Park Elementary School  
1536 N.E. 179 Street, North Miami Beach, Florida 33162, Project Number 01423700
- Redland Middle School  
16001 S.W. 248 Street, Homestead, Florida 33031, Project Number 01440100

Six (6) firms responded to the solicitation. One (1) firm was not evaluated due to an incomplete submittal; five (5) firms were evaluated, and all five (5) firms were short-listed to interview. On March 2, 2017, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	Gili-McGraw Architects, L.L.P. (a)(b)
2	Rodriguez Architects, Inc. (a)(b)
3	Palenzuela & Hevia Design Group, Inc. (a)(b)
4	Jorge A. Gutierrez Architect, L.L.C. (a)(b)
5	JSA Group, 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/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, the second-ranked firm for the second-valued project, the third-ranked firm for the third-valued project and the fourth-ranked firm for the fourth-valued project.

Palenzuela & Hevia Design Group, Inc. (PHDG), was the third-ranked firm and, therefore, negotiated for the third-valued GOB-funded Renovations project at Greynolds Park Elementary School. The first-ranked, second-ranked and fourth-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 November 9, 2016, including, but not limited to, site analysis, mechanical/electrical/plumbing systems analysis, scope/feasibility options, construction cost estimates, project scheduling, development of educational specifications and phasing plans). A/E services may include other services as required by the Board.
- PART 2 - Staff will negotiate A/E of Record 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 existing facility, on approximately 6 acres, is comprised of 14 permanent buildings and associated covered walkways, built between 1957 and 1997 with a total of 53,286 GSF.

Project Scope:

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

- Demolition of 12 portable buildings and site restoration,
- Replacement of playground, recoating and restriping of paved play surfaces,
- Replacement of HVAC equipment, and HVAC Controls, repair/replace HVAC components (as required),
- Miscellaneous safety to life upgrades,
- Addition of security cameras,
- Replacement of roof deck SS Building 01,
- Window replacement at Buildings: 02 thru 05 and 12,
- Replacement of base cabinet at buildings: 02 thru 05,
- Renovation of Group toilet rooms at Buildings: 03, 04 and 07, and Campus- wide miscellaneous plumbing upgrades,
- Electrical upgrades at Buildings: 01 thru 06, to include: panel board, electrical circuits, electrical receptacles etc.,
- Replacement of Interior lights at Buildings: 01 and 06,
- Replacement of vinyl flooring at Building 11, and
- Selective 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 CMR 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 certified by M-DCPS as a MBE and Hispanic- American firm  SUB-CONSULTANT FIRM NAME	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	NON-SBE/MBE % COMMITMENT
Hammond & Associates, Inc.	Electrical Engineer	African-American	MBE	5.0%	-
Hammond & Associates, Inc.	Mechanical Engineer	African-American	MBE	5.0%	-
M.A. Suarez & Associates, Inc.	Structural Engineer	Hispanic-American	MBE	5.0%	-
HP Consultants, Inc.	Civil Engineer	Asian-American	MBE	5.0%	-
Bell Landscape Architecture, Inc.	Landscape Architects	Woman	MBE	3.0%	-
Associates Consulting Technicians	Estimator & Scheduler	-	-	-	0.5%
<b>TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 15%)</b>				<b>23.0%</b>	<b>-</b>
<b>TOTAL NON-SBE/MBE PARTICIPATION</b>				<b>-</b>	<b>0.5%</b>
<b>TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)</b>				<b>23.5%</b>	

Construction Cost Estimate: \$2,032,095 (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 June 6, 2017
- 100% Final Scope Definition Program and Master Plan June 26, 2017

Note: It is anticipated that Issue Resolution by M-DCPS will be completed by June 16, 2017, and that the Final Scope Definition Program and Master Plan will be approved by July 6, 2017, in order to go forward with Part 2 negotiations.

**PART 2 (milestone dates contingent on approval and signoffs for Part 1)**

- Board Commission – Full A/E Services August 2017
- Phase I – Schematic Design September 2017

- Phase II/III Construction Documents 50% complete October 2017
- Phase II/III Construction Documents 100% complete December 2017

(Construction milestone dates contingent on approved documents)

- Board Award – Guaranteed Maximum Price (GMP) May 2018
- Construction – Substantial Completion by August 2019

Terms & Conditions:

1. Program / Master Plan Services Fee:

PHDG has agreed to a lump sum fee for Program / Master Plan Services of \$13,200 (with a Construction Budget of \$2,032,095). 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 phases:

<b>PROGRAM / MASTER PLAN SERVICES</b>	<b>% OF FEE</b>	<b>FEE</b>
Draft Submittal (complete/accepted by M-DCPS)	50%	\$5,940
100% Completed (complete/accepted by M-DCPS)	40%	\$5,940
100% Completed/M-DCPS Approved	10%	\$1,320
<b>TOTAL PROGRAM / MASTER PLAN SERVICES FEE:</b>	<b>100.0%</b>	<b>\$13,200</b>

2. 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 \$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  
 Dennis Arechavala, Planner, Advance Planning  
 Blanca Bazan, Sr. Project Manager, Construction  
 Michael Krtausch, District Director, Maintenance  
 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. Octavio D. Suarez, A/E Selection Analyst, A/E Selection & Negotiations, acted as the facilitator (non-voting) for the interviews and as chief negotiator during the negotiations.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1228100	20250000	740000	01423700

Prior Commissions:

- The Board has not commissioned PHDG for Architect/Engineer of Record services within the last three years.

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 for Part 1 services (Program / Master Plan) for Renovations at Greynolds Park Elementary School, located at 1536 N.E. 179 Street, North Miami Beach, Florida 33162, Project Number 01423700, as follows:

- 1) A lump sum fee of \$13,200 for Part 1; and
- 2) Project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:ODS:cv