

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

**SUBJECT: COMMISSIONING OF JORGE A. GUTIERREZ, ARCHITECTS, L.L.C., AS ARCHITECT/ENGINEER (SHELTERED MARKET - SMALL BUSINESS ENTERPRISE) FOR PART 1 SERVICES (PROGRAM / MASTER PLAN) FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT REDLAND MIDDLE SCHOOL, LOCATED AT 16001 S.W. 248 STREET, HOMESTEAD, FLORIDA 33031, PROJECT NUMBER 01440100**

**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. <sup>(a)(b)</sup>
2	Rodriguez Architects, Inc. <sup>(a)(b)</sup>
3	Palenzuela and Hevia Design Group, Inc. <sup>(a)(b)</sup>
4	Jorge A. Gutierrez Architect, L.L.C. <sup>(a)(b)</sup>
5	JSA Group, Inc. <sup>(a)(b)</sup>

- 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.

Jorge A. Gutierrez, Architect, L.L.C. (JGA), was the fourth-ranked firm and, therefore, negotiated for the fourth highest-valued GOB-funded Renovations project at Redland Middle School. The first-ranked, second-ranked and third-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 July 2015, 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 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 GMA.

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

School Profile:

The existing facility, on approximately 10 acres, is comprised of 21 permanent buildings and associated covered walkways built between 1958 and 2004 with a total of 171,579 GSF.

Project Scope:

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

- Demolition of 6 portable buildings and site restoration,
- Resurface and restripe basketball courts,
- Campus-wide selective replacement of: aluminum windows, acoustical ceiling tiles, VCT flooring, carpet and exhaust fans,
- Building 01: replace moveable partitions, repair/replace panic hardware at main entry gates; fire safety, HVAC and electrical upgrades,
- Building 04: replacement of domestic water piping; group restroom infrastructure & fixtures and HVAC upgrades.
- Building 07: chiller replacement; Replace HVAC components,
- Building 08: repair/replacement of wood flooring and provide HVAC units and HVAC components (as required),
- Buildings 04, 09, 11 & 14: replacement of metal exterior doors,
- Building 12: replacement of storefront curtain-wall and doors, quarry tile flooring and HVAC unit; repairs to loading dock,
- Building 15: replacement of auditorium seating, lighting and sound system, repairs to stage wood flooring and exterior stairs handrails,
- Buildings 16: upgrade elevator, and
- Selective paint as needed.

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 JGA is certified by M-DCPS as an MBE and a Hispanic-American firm	DISCIPLINE/ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	NON-SBE/MBE % COMMITMENT
SUB-CONSULTANT FIRM NAME					
Hammond and Associates, Inc.	Electrical Engineer	African-American	MBE	11.0%	-
Hammond and Associates, Inc.	Mechanical Engineer	African-American	MBE	12.0%	-
Lakdas/Yohalem Engineering, Inc.	Structural Engineer	Asian-American	-	-	5.0%
Ross Engineering, Inc.	Civil Engineer	Woman	SBE Tier 1	0.2%	-
<b>TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 15%)</b>				<b>23.2%</b>	<b>-</b>
<b>TOTAL NON-SBE/MBE PARTICIPATION</b>				<b>-</b>	<b>5.0%</b>
<b>TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)</b>				<b>28.2%</b>	

Construction Cost Estimate: \$2,016,274 (GOB-funded)

Project Schedule:

JGA 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 September 2017
- Phase I - Schematic Design September 2017
- Phase II/III Construction Documents 50% complete November 2017
- Phase II/III Construction Documents 100% complete January 2018

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 Fees:

JGA has agreed to a lump sum fee for Program / Master Plan Services of \$11,900 (with a Construction Budget of \$2,016,274). 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%	\$5,950
100% Completed (complete/accepted by M-DCPS)	40%	\$4,760
100% Completed/M-DCPS Approved	10%	\$1,190
<b>TOTAL PROGRAM / MASTER PLAN SERVICES FEE:</b>	<b>100.0%</b>	<b>\$11,900</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 served as chief negotiator during negotiations.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1676100	25230000	740000	01440100

Prior Commissions:

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

- A/E of Record for Miami Springs Middle School  
GOB-funded Renovations - Project Number 01434900  
Date of Commission: March 9, 2016
- Architectural/Engineering Projects Consultant (A/EPC) for Miscellaneous Projects up to \$200K each for a four-year term (Sheltered Market for MBE)  
Date of Commission: April 9, 2014

Principal:

The Principal/Owner designated to be directly responsible to the Board for Jorge A. Gutierrez, Architect, L.L.C., is Jorge A. Gutierrez. The firm is located at 19950 West Country Club Drive, Suite 905, Aventura, Florida 33180.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission Jorge A. Gutierrez, Architect, L.L.C., as Architect/Engineer for Part 1 Services (Program / Master Plan) for Renovations at Redland Middle School, located at 16001 S.W. 248 Street, Homestead, Florida 33031, Project Number 01440100, as follows:

- 1) A lump sum fee of \$11,900 for Part 1 services; and
- 2) Project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

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