

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

SUBJECT: COMMISSIONING OF JORGE A. GUTIERREZ, ARCHITECT, L.L.C., AS ARCHITECT/ENGINEER (A/E) OF RECORD (SHELTERED MARKET - SMALL BUSINESS ENTERPRISE) FOR PART 2 SERVICES (FULL A/E SERVICES) 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:

On April 5, 2017, The School Board commissioned Jorge A. Gutierrez, Architect, L.L.C. (JGA) for Part 1 Services (Program / Master Plan) as advertised under Request for Qualifications #148. JGA submitted the Final Scope Definition Program/Master Plan document on July 6, 2017, and received M-DCPS approval on July 21, 2017. Therefore, negotiations for Part 2 Services with JGA were initiated, successfully concluded and the firm has agreed to provide full A/E design and construction administration services, as follows:

} Revised

Project Scope:

The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus. The 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,
- Selective replacement of: acoustical ceiling tiles, VCT flooring, carpet and exhaust fans,
- Building 01: Repair/replacement of gates and panic hardware at main entry, fire safety items, HVAC components and electrical upgrades,

**Revised
F-28**

- Buildings 01, 05, 06, 09, & 14: Replacement of aluminum windows,
- Buildings 01, 03, 04: Repair of movable partitions,
- Building 04: Replacement of domestic water piping; group restroom infrastructure & fixtures and HVAC upgrades,
- Buildings 04, 09, 11 & 14: Replacement of metal exterior doors,
- Building 07: Replacement of chiller and components,
- Building 08: Repair/replacement of wood flooring and complete replacement of HVAC units and components in girls and boys locker rooms,
- Building 12: Replacement of storefront curtain-wall and doors, quarry tile flooring, HVAC unit, and repairs to loading dock,
- Building 15: Replacement of auditorium seating, lighting and sound system, repairs to wood stage flooring and exterior stairs handrails,
- Buildings 16: Upgrades to elevator, and
- Selective paint as required.

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 (CMR) delivery method has been selected for this project. On April 5, 2017, the Board commissioned Veita Padron Incorporated as CMR firm for the project. 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 Memoranda of Understanding outlining roles and responsibilities, as follows:

PRIME FIRM <u>JGA is certified by M-DCPS as an MBE and a Hispanic-American firm</u>					
SUB-CONSULTANT FIRM NAME	DISCIPLINE/ ROLE	M/WBE CERTIFICATION CATEGORY	SBE/MBE CERTIFICATION CATEGORY	GOAL (%) COMMITMENT	NON-SBE/MBE (%) COMMITMENT
Hammond and Associates, Inc.	Electrical Engineer	African-American	MBE	13.10	-
Hammond and Associates, Inc.	Mechanical Engineer	African-American	MBE	19.11	-
Lakdas/Yohalem Engineering, Inc.	Structural Engineer	Asian-American	-	-	6.46
Ross Engineering, Inc.	Civil Engineer	Woman	SBE Tier 1	0.55	-
TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 15%)				32.76	-
TOTAL NON-SBE/MBE PARTICIPATION				-	39.22
TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)				39.22	

Revised

Notes:

1. Subsequent to the negotiations, JGA submitted increased commitment percentages for each of their sub-consultants. Accordingly, their total SBE/MBE participation increased from 23.2% to 32.76% and their overall sub-consultant participation increased from 28.2 to 39.22%.
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.

} Added

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

Project Schedule:

JGA has agreed to the following A/E's document submittal schedule:

PART 2

- Board Commission - Full A/E Services August 9, 2017
- Phase I - Schematic Design September 1, 2017
- Phase II/III - Construction Documents 50% complete October 16, 2017
- Phase II/III - Construction Documents 100% complete December 11, 2017

Note: Phase II/III submittals are predicated on M-DCPS' Phase I - Schematic Design completed and accepted by no later than September 11, 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. Basic Services Fees:

JCA has agreed to a lump sum fee for Basic Services of \$149,000, which represents approximately 7.39% of the Construction Budget of \$2,016,274. This Basic Services fee includes all required services, consultants and phasing 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:

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase I - Schematic Design (complete/accepted by M-DCPS)	10.0%	\$14,900
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	26.0%	\$38,740
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$21,605
Phase II/III - Construction Documents, 100% (complete & approved for construction by the Building Code consultant/Building Official)	14.5%	\$21,605
Phase IV - Bid/Award	2.0%	\$2,980

Phase V - (A) Construction Administration	28.0%	\$41,720
Phase V - (B) Punch List/Closeout	4.0%	\$5,960
Phase VI – Warranty	1.0%	\$1,490
TOTAL BASIC SERVICES FEE:	100.0%	\$149,000

2. The following services require prior written authorization by the Board’s designee:

- a) Additional Site Visits: A maximum of 48 additional site visits at a flat fee of \$225/site visit, Not-to-Exceed: \$10,800
 - b) Project-Specific Survey (at cost x 1.06), Not-to-Exceed: \$3,500
 - c) Test & Balance Services (at cost x 1.06), Not-to-Exceed: \$15,000
- Total Supporting Services Fees, Not-to-Exceed: \$29,300

3. 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;
- 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.

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 for Part 1 Services at Redland Middle School
GOB-funded Renovations - Project Number 01440100
Date of Commission: April 5, 2017
- A/E of Record at 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 Mr. 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 of Record (Sheltered Market - Small Business Enterprise) for Part 2 Services (Full A/E Services) for General Obligation Bond funded Renovations at Redland Middle School, located at 16001 S.W. 248 Street, Homestead, Florida 33031, Project Number 01440100, as follows:

} Revised

- 1) A lump sum fee of \$149,000 for Part 2 services; and
- 2) Project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.


NAD:ODS:amb

ATTACHMENT "A"
SBE, MBE & M/WBE CERTIFICATES
(August 9, 2017 School Board Agenda Item F-28)

MDCPS GENERAL OBLIGATION BOND FUNDED PROJECTS – LEGAL AD # 148 SBE/MBE

Jorge A Gutierrez Architect LLC M-DCPS Certificate

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate
THIS CERTIFIES THAT

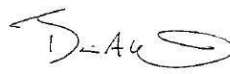
Jorge A Gutierrez Architect LLC

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

April 14, 2016
Issue Date


April 14, 2019
Expiration Date

6517706
Vendor No.



Brian Williams, OEO Development Officer
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

Jorge A Gutierrez Architect LLC

IS OWNED AND CONTROLLED BY AN

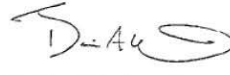
HISPANIC AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

April 14, 2016
Issue Date

April 14, 2019
Expiration Date

6517706
Vendor No.



Brian Williams, OEO Development Officer
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

Hammond and Associates Inc.

MEP Engineer

MIAMI-DADE COUNTY PUBLIC SCHOOLS



Micro Business Enterprise (MBE) Certificate
THIS CERTIFIES THAT

Hammond & Associates

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


June 23, 2014
Issue Date

June 23, 2017
Expiration Date

6518079
Vendor No.


Brian Williams, OEO Development Officer
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 AN

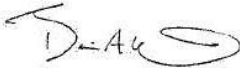
AFRICAN AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

June 23, 2014
Issue Date

June 23, 2017
Expiration Date

6518079
Vendor No.


Brian Williams, OEO Development Officer
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

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 June 21, 2020 6519079
Issue Date Expiration Date Vendor No.

A handwritten signature in cursive script that reads "Michelle Rickes-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 June 21, 2020 6519079
Issue Date Expiration Date Vendor No.

A handwritten signature in cursive script that reads "Michelle Rickes-Lenz".

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

Lakdas/Yohalem Engineering, Inc. M-DCPS Certificates

Structural Engineer

MIAMI-DADE COUNTY PUBLIC SCHOOLS



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

Lakdas/Yohalem Engineering, Inc.

IS OWNED AND CONTROLLED BY AN

ASIAN AMERICAN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

January 22, 2016
Issue Date

January 22, 2019
Expiration Date


6520429
Vendor No.


Brian Williams, OEO Development Officer
Office of Economic Opportunity
1450 NE 2nd Avenue, Suite 428
Miami, Florida 33132

Ross Engineering, Inc. M-DCPS Certificates

Civil Engineer

MIAMI-DADE COUNTY PUBLIC SCHOOLS

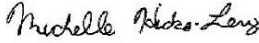


Minority/Women Business Enterprise (MWBE) Certificate


THIS CERTIFIES THAT
Ross Engineering, Inc.

IS OWNED AND CONTROLLED BY A(N)
WHITE WOMEN

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

September 18, 2016 Issue Date	September 18, 2019 Expiration Date	6517632 Vendor No.	 Office of Economic Opportunity 1450 NE 2nd Avenue, Suite 428 Miami, Florida 33132
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MIAMI-DADE COUNTY PUBLIC SCHOOLS

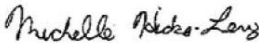


Small Business Enterprise (SBE) Certificate

THIS CERTIFIES THAT
Ross Engineering, Inc.

IS OWNED AND CONTROLLED BY A(N)
TIER 1

PURSUANT TO MIAMI-DADE COUNTY PUBLIC SCHOOL BOARD POLICY 6320.02

September 18, 2016 Issue Date	September 18, 2019 Expiration Date	6517632 Vendor No.	 Office of Economic Opportunity 1450 NE 2nd Avenue, Suite 428 Miami, Florida 33132
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