

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

**SUBJECT: COMMISSION OF GILI-MCGRAW ARCHITECTS, L.L.P., AS ARCHITECT/ENGINEER OF RECORD (A/E), SHELTERED MARKET SMALL BUSINESS ENTERPRISE, FOR PART 2 (FULL A/E) SERVICES FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS (PHASE I) AT PALMETTO MIDDLE SCHOOL, PROJECT NUMBER 01529900**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Introduction:

On February 21, 2018, the Board commissioned Gili-McGraw Architects, L.L.P. (GMA), for Part 1 Services (Program/Master Plan) as advertised under Request for Qualifications 156 for Architect/Engineer of Record (A/E), Sheltered Market for Small Business Enterprises (SBE)/Micro Business Enterprises (MBE), for General Obligation Bond (GOB)-funded Renovations (Phase I) at Palmetto Middle School, located at 7351 S.W. 128 Street, Pinecrest, FL 33156. The Final Scope Definition Program/Master Plan document submitted by GMA received M-DCPS approval on December 12, 2018. Negotiations with GMA were successfully concluded, and the firm has agreed to provide the services, as follows:

Project Scope:

The project must be designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus. Based on the Final Scope Definition/Master Plan dated October 11, 2018, the general scope of campus-wide renovations includes, but is not limited to:

Site

- Provide new covered walkway from Building 08 to SW 73 Avenue Drop-off;
- Provide new sidewalk to connect Building 07 to central breezeway between Buildings 02 and 04; and
- Selected exterior painting as needed.

Building 01 - Administration/Media/Classroom Building

- Repair roof leak at west end of Building 01;

**F-31**

- Replace all aluminum windows (patch & paint as needed);
- Selective interior painting as needed;
- Remove 22 chilled water horizontal unit ventilators and replace with Trane chilled water horizontal unit ventilator;
- Remove 5 chilled water horizontal unit fan coil units serving the corridors and replace them with Trane chilled water horizontal fan coil units;
- Remove a total of 22 hot water heating fan coil units serving classrooms (disconnect, cap and remove hot water pipes serving unit heaters inside walls);
- Remove chilled water units AHU-1 and AHU-2 serving the administration and the media center and replace them with Trane chilled water air handler units;
- Install 2 new duct mounted electric heaters; and
- Remove pneumatic energy management system associated to AHU-1 and AHU-2 and install new electric energy management system to control 22 new unit ventilators serving classrooms, fan coil units serving corridors and central air handler units serving the administration and media center.

#### Building 02 - Classroom Building

- Replace drinking fountain on south side of building with filling station style fountain;
- Remodel/renovate group toilet Rooms 015 and 017 on the second floor;
- Remodel/renovate group toilet Rooms 108 and 110 on the first floor in Building 02; and
- Remove existing exterior lockers on first and second floors, including base wall, patch and repaint.

#### Building 03 – Chiller Plant

- Upgrade existing Trane electric energy management system at chiller plant.

#### Building 04 - Auditorium/PE

- Replace all awning windows (patch and paint as needed);
- Selective interior painting as needed;
- Remodel/renovate group toilet Rooms 028 and 029 on the first floor;
- Remodel/renovate group toilet Rooms 060B and 070B inside locker rooms in Building 04;
- Enclose shower area in locker rooms and create storage rooms at Rooms 060C and 070C;
- Remove and replace two (2) wall mounted exhaust fans at Restrooms 070B and 060B;
- Remove seven (7) hot water heating unit ventilators at Lockers and Laboratories;
- Install two (2) new DX roof top air conditioner units to serve Locker Rooms;
- Remove window AC unit and roof-mounted fans serving Laboratory 125;
- Remove four (4) chilled water horizontal unit ventilators at Laboratories 124 and 125 and replace with Trane chilled water horizontal unit ventilator;
- Add wall louvers to deliver outside air and bi-polarization unit added to each unit ventilators;
- Remove two (2) chilled water horizontal unit fan coil units serving the corridor and replace with Trane chilled water horizontal fan coils units;

- Remove chilled water air handler unit AHU-5 and replace with Tran chilled water air handler unit. Install new duct mounted electric heater;
- Remove pneumatic energy management system associated to AHU-5 and install new electrical energy management system to control the two new AC units serving the Locker Rooms, the four (4) unit ventilators serving the Laboratories, the two fan coil units serving the corridors and the central air handler serving the auditorium;
- Replace/refurbish/repair lockers in Locker Rooms 060 and 070;
- Renovate Auditorium: Acoustical ceilings and walls replacement, add sound attenuation, lighting (including stage lighting), A/V equipment, flooring, new control booth in rear, seating repair/replacement as needed, dressing room restroom fixture replacement, stage curtain replacement, paint, sound attenuation panels, projector and projector screen, restore stage smoke hatch cable release system;
- Restore stage smoke hatch cable release system; and
- Repair roof leaks at east wall of girl's locker room.

#### Building 05 - Cafeteria

- Replace awning windows along east and southeast corner by Main Entrance; and
- Replace drinking fountain.

#### Building 07 - Classroom

- Replace corridor exit doors (two double doors) with NOA hollow metal door with glass lites.

#### Building 08 - Classroom

- Replace corridor exit doors (two double doors) with NOA hollow metal door with glass lites.

#### 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 February 21, 2018, the Board commissioned J.R.T. Construction Company 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:

<b>PRIME FIRM</b> <b>GMA is M-DCPS certified</b> <b>as a MBE and</b> <b>Woman-owned firm</b> <b>(certifications expiration date:</b> <b>8/24/19)</b> <b>see note (2)</b>  <b>SUB-CONSULTANT</b> <b>FIRM NAME</b>	<b>DISCIPLINE/          ROLE</b>	<b>M/WBE          CERTIFICATION          CATEGORY          &amp; EXPIRATION          DATE</b>	<b>SBE/MBE CERTIFICATION          CATEGORY &amp;          EXPIRATION DATE</b> <i>(see note (2))</i>	<b>GOAL (%) COMMITMENT</b>	<b>NON-SBE/MBE %</b>
Basulto & Associates, Inc.	Electrical Engineer	Hispanic-American (11/14/19)	SBE Tier 1 (11/14/19)	12.0%	-
Basulto & Associates, Inc.	Mechanical Engineer	Hispanic-American (11/14/19)	SBE Tier 1 (11/14/19)	13.0%	-
Brill Rodriguez Salas & Associates, Inc.	Structural Engineer	Hispanic-American (9/5/19)	SBE Tier 1 (9/5/19)	1.5%	-
KW Consulting, Inc.	Estimating	African-American (4/8/19)	-	-	1.0%
Miami Environmental & Civil Engineering, L.L.C.	Civil Engineer	-	-	-	.01%
<b>TOTAL SBE/MBE PARTICIPATION - see note (1)</b> <b>(M-DCPS Mandatory SBE/MBE Goal: 15%)</b>				<b>26.5%</b>	<b>-</b>
<b>TOTAL NON-SBE/MBE PARTICIPATION</b>				<b>-</b>	<b>1.01%</b>
<b>TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)</b>				<b>27.51%</b>	

Notes:

- (1) Subsequent to the negotiations, GMA submitted increased commitment percentages for each of their sub-consultants. Accordingly, their total revised SBE/MBE participation increased from 16.5% to 26.5%.
- (2) SBE/MBE certification is based on OEO's review of each firm's Annual Eligibility Affidavit to determine compliance with the eligibility criteria of the respective certification requirements.

Construction Cost Estimate: \$3,972,677 (Partially GOB-funded)

Project Schedule:

GMA has agreed to the following A/E's document submittal schedule for Part 2 Services:

- Board Commission - Full A/E Services March 13, 2019
- Phase I - Schematic Design April 12, 2019
- Phase II/III - Construction Documents 50% complete June 18, 2019
- Phase II/III - Construction Documents 100% complete September 23, 2019

Note: Phase II/III submittals are predicated on M-DCPS' Phase I - Schematic Design accepted by no later than April 19, 2019.

Construction milestone dates (contingent on approved documents)

- Board Award - Guaranteed Maximum Price (GMP) January 2020
- Construction - Substantial Completion by July 2021

Terms & Conditions:

1. Basic Services Fees:

GMA has agreed to a lump sum fee for Basic Services of \$279,526 which represents approximately 7.04% of the Construction Budget of \$3,972,677. This Basic Services fee includes all required services, consultants phasing, and development of Bid Alternates in order to comply with the project schedule and budget unless noted otherwise as Supporting Services fees. Basic Services fees shall be paid based on completion of the following listed phases:

<b>BASIC SERVICES - PHASE DESCRIPTION</b>	<b>% OF FEE</b>	<b>FEE</b>
Phase I - Schematic Design (complete/accepted by M-DCPS)	10.0%	\$27,953
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	27.0%	\$75,472
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.5%	\$40,531
Phase II/III - Construction Documents, 100% (complete & approved for construction by the Building Code Consultant/Building Official)	14.5%	\$40,531
Phase IV - Bid/Award	2.0%	\$5,591
Phase V - (A) Construction Administration	27.0%	\$75,472
Phase V - (B) Punch List/Closeout	4.0%	\$11,181
Phase VI - Warranty	1.0%	\$2,795
<b>TOTAL BASIC SERVICES FEE:</b>	<b>100.0%</b>	<b>\$279,526</b>

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

- a) Additional Site Visits: A maximum of 90 additional site visits at a flat fee of \$225/site visit: \$20,250
- b) Project-Specific Land Survey, Not-to-Exceed: \$4,000
- c) Test & Balance, Not-to-Exceed: \$14,000

Total Supporting Services Fees, Not-to-Exceed: \$38,250

3. Other Terms & Conditions:

- All work shall be in compliance with State Requirements for Educational Facilities, the Florida Building Code, National Fire Protection Association, Florida Fire Prevention Code (life safety), barrier-free design guidelines, Florida Statutes and District Design Standards and Policies;
- 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 \$135/hour for the Architect, and \$135/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 1.55 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;
- The A/E is required to report monthly on SBE/MBE Utilization to the Office of Economic Opportunity. All compliance reporting shall be submitted through the M-DCPS Online Diversity Compliance System; and
- The A/E has agreed to the terms and conditions of the Agreement and will commence services upon Board commissioning.

Project Funding (Partially GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1670100	25140000	740000	01529900
369000	568000	1670100	25140000	740000	01529900
360000	568000	1670100	15080000	740000	01529900

Prior Commissions:

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

- Architectural/Engineering Projects Consultant (Sheltered Market for Small/Micro Business Enterprises) for Miscellaneous Projects up to \$2M each for a 4-year term with extensions at the option of the Board.  
Date of Commission: July 25, 2018 - July 25, 2022
- A/E of Record for Coral Way K-8 Center  
Part 2 services (Full A/E Services) for GOB-funded Renovations - Project Number 01528300  
Date of Commission: June 20, 2018
- A/E at Palmetto Middle School  
Part 1 services (Program/Master Plan) for GOB-funded Renovations - Project Number 01529900  
Date of Commission: February 21, 2018
- A/E at Coral Way K-8 Center  
Part 1 services (Program/Master Plan) for GOB-funded Renovations - Project Number 01528300  
Date of Commission: April 5, 2017
- A/E of Record for Miami Beach Senior High School  
Partially GOB-funded Building 04 Replacement (Phase I) - Project Number 01339400  
Date of Commission: December 14, 2016

Performance Evaluation:

M-DCPS' A/E Performance Evaluations ratings are the average score received from staff for all projects currently underway or completed within the previous three years. Ratings are based on a scale of 1.00 to 5.00, with 5.00 as the highest rating. This score is current as of September 30, 2018: 3.45.

Principal:

The Principal/Owner designated to be directly responsible to the Board for Gili-McGraw Architects, L.L.P., is J. Gary McGraw. The firm is located at 5801 S.W. 99 Terrace, Miami, FL 33156.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission Gili-McGraw Architects, L.L.P., as Architect/Engineer of Record (A/E) Sheltered Market Small Business Enterprise, for Part 2 (Full A/E) Services for General Obligation Bond funded Renovations (Phase I) at Palmetto Middle School, located at 7351 S.W. 128 Avenue, Pinecrest, FL 33156, Project Number 01529900, as follows:

- 1) A lump sum fee of \$279,526 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.

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