


**MEMORANDUM**

**July 19, 2019**

**TO:** The Honorable Chair and Members of The School Board of Miami-Dade County, Florida

**FROM:** Alberto M. Carvalho, Superintendent of Schools 

**SUBJECT: SCHOOL BOARD AGENDA ITEM F-26, JULY 24, 2019 SCHOOL BOARD MEETING**

School Board Agenda Item F-26, scheduled for consideration on July 24, 2019, is being withdrawn due to pending further investigation into procedures. The item will be resubmitted at a future meeting.

If you need additional information, please contact Mr. Raul F. Perez, Chief Facilities Design & Construction Officer, Office of School Facilities, at 305 995-1168.

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Attachment

cc: School Board Attorney  
Superintendent's Cabinet

Office of School Facilities  
Raul F. Perez, Chief Facilities Design & Construction Officer

**SUBJECT: APPROVAL OF THE FOLLOWING UPDATED PROFESSIONAL SELECTION PROCEDURES RELATED TO SCHOOL BOARD POLICY 6330 – ARCHITECTURAL, ENGINEERING, LANDSCAPE ARCHITECTURAL, LAND SURVEYING, CONSTRUCTION MANAGEMENT, PROGRAM MANAGEMENT AND INSPECTION SERVICES:**

- **PROCEDURES FOR THE SELECTION OF ARCHITECTS AND ENGINEERS**
- **PROCEDURES FOR THE SELECTION OF ARCHITECTURAL/ENGINEERING PROJECTS CONSULTANTS (A/EPC) AND SPECIAL PROJECTS CONSULTANTS (SPC)**
- **PROCEDURES FOR THE SELECTION OF CONSTRUCTION MANAGEMENT (CM), CM AT-RISK AND PROGRAM MANAGEMENT (PM) SERVICES**
- **PROCEDURES FOR THE SELECTION OF GUARANTEED ENERGY PERFORMANCE CONTRACT (GEPC) SERVICES FIRMS**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Updates to the Professional Selection Procedures as part of School Board Policy 6330 - Architectural, Engineering, Landscape Architectural, Land Surveying, Construction Management, Program Management and Inspection Services are necessary to align the documents with recent changes to Board Policy 6320.02 – Small/Micro, Minority/Women, and Veteran Business Enterprise (VBE) Program and general updates. In addition, Procedures for the Selection of Architects and Engineers also incorporate pilot program changes related to diversity with Small/Micro Business Enterprises (SMBE) and Minority/Women Business Enterprises (M/WBE). The updated Professional Selection Procedures documents are:

**WITHDRAWN  
7/19/19**

- Procedures for the Selection of Architects and Engineers
- Procedures for the Selection of Architectural/Engineering Projects Consultants (A/EPC) and Special Projects Consultants (SPC)
- Procedures for the Selection of Construction Management (CM), CM at-Risk and Program Management (PM) Services
- Procedures for the Selection of Guaranteed Energy Performance Contract (GEPC) Services Firms

These professional selection procedures documents are presented (in the links below) as tracked documents which reflect changes to the Veteran-related language (including a VBE preference), add tiebreaker language, provide general updates and include several updated forms.

To achieve greater diversity on Architectural and Engineering teams, the scoring criteria was modified under a Pilot Program selection procedures (as authorized by the Superintendent of Schools) on September 3, 2015, and a second Pilot Program revision on September 6, 2016. The major pilot program revisions were related to the initial screening process which included adding points for a prime firm with an M-DCPS M/WBE certificate and for sub-consultant diversity. The major change for the second pilot program involved splitting one of the final evaluation committee scoring factors to include commitment to term diversity for SMBE and M/WBE participation. Since that time the District has successfully used the Pilot Program revised procedures on numerous solicitations for professional services.

The updated documents (and the previous pilot program documents) have been reviewed by the Office of School Facilities, the School Board Attorney's office, Office of Economic Opportunity, Office of Management & Compliance Audits, and Miami-Dade County Office of the Inspector General. Additionally, the updated procedures were presented to the Small/Micro, Minority/Women and VBE Advisory Committee at its meeting of May 16, 2019. The documents can be viewed at:

- [Procedures for the Selection of Architects and Engineers](#)
- [Procedures for the Selection of A/EPC and SPC](#)
- [Procedures for the Selection of CM, CM at-Risk and PM Services](#)
- [Procedures for the Selection of GEPC Services](#)

In addition, hard copies of the documents are on file in the Office of the Board Recording Secretary and Citizen Information Center.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, approve the following updated Professional Selection procedures related to School Board Policy 6330 – Architectural, Engineering, Landscape Architectural, Land Surveying, Construction Management, Program Management and Inspection Services:

- Procedures for the Selection of Architects & Engineers
- Procedures for the Selection of Architectural/Engineering Projects Consultants (A/EPC) and Special Projects Consultants (SPC)
- Procedures for the Selection of Construction Management (CM), CM at-Risk and Program Management (PM) Services
- Procedures for the Selection of Guaranteed Energy Performance Contract (GEPC) Services Firms

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