

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 to include 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 (S/MBE) and Minority/Women Business Enterprises (M/WBE). The updated documents are:

- 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, align abbreviations for Small/Micro Business Enterprises (S/MBE) with School Board Policy 6320.02, provide general updates and include several updated forms.

To achieve greater diversity and maximize equitable opportunity for M/WBE sub-consultants on Architectural and Engineering teams, the scoring criteria was modified under a Pilot Program selection procedure (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 (for underutilized M/WBE categories) in accordance with the 2014 Disparity Study reported findings under School Board Policy 6320.02. The key change for the second pilot program involved splitting one of the final evaluation scoring factors to include selection committee members scoring of “Commitment to Team Diversity” while maintaining the “S/MBE & M/WBE Business Utilization Plan” scored by the Office of Economic Opportunity. Since that time, the Department of A/E Selection & Negotiations has successfully used the Pilot Program revised procedures on numerous solicitations for professional services. As compared to prior to the pilot program, these initiatives have resulted in more than tripled the number of M/WBE engineering sub-consultants.

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 for the Selection of Architects and Engineers” (with reference to the other three 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, CMR & 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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