

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

SUBJECT: COMMISSION OF LAURA M. PEREZ & ASSOCIATES, INC., AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND FUNDED PHASE II, ADDITION OF MIDDLE SCHOOL GRADES 6-8 AT DR. TONI BILBAO PREPARATORY ACADEMY (A REUSE OF COMSTOCK ELEMENTARY SCHOOL NEW, THREE-STORY CLASSROOM BUILDING 09), PROJECT NUMBER 01999900

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction:

In accordance with Florida Statute 287.055, no public notice or utilization of the competitive selection process is required for reuse of existing plans from a prior project of the Board.

On March 13, 2019, the Board commissioned Laura M. Perez & Associates, Inc. (LMP), for General Obligation Bond (GOB) funded Partial Replacement and Renovations, Phase I, at Comstock Elementary School (ES), Project No. 01433100.

Due to the similarity of scope and programming for the GOB-funded Phase II, Addition of Middle School Grades 6-8 at Dr. Toni Bilbao Preparatory Academy, located at 8905 N.W. 114 Avenue, Doral, FL 33178, staff determined that a reuse of LMP's new three-story classroom Building 09 at Comstock ES would be economically advantageous to the District. This determination is based on providing cost efficiencies, expedited design and construction durations to meet the milestone occupancy date of August 2021.

Negotiations for Phase II, as A/E of Record for full A/E services have been successfully concluded, as follows:

Project Scope:

The project must be designed, phased and constructed to maximize safety and minimize impact of new construction and demolition on the occupied campus. Based on Miami-Dade County Public Schools (M-DCPS) Advance Planning Pre-Programming Package, August 8, 2019, the Scope of Work includes, but is not limited to, the following:

- Construction of a 3-story classroom building to house 454 student stations (approximately 38,072 gross square feet), including all required covered walkways;
- Addition of approximately 47 new parking spaces to existing parking area along N.W. 88 Lane, using existing curb cuts, and related drainage and landscaping;
- New classroom building HVAC system to be self-contained;
- Connections to existing on and/or off-site infrastructure to new building, including, but not limited to:
 - Water and Sewer
 - Storm Drainage
 - Electric Service
- New classroom building will include Fire Alarm system, PA and Clock system, Instructional TV system, Security & Security Camera system, and new Telecom/Data system, connected to main panels located in existing K-5 building Administration area.
- Required traffic signalization, flashers, pavement marking, etc.; and
- Campus-wide site drainage corrections.

New basketball court and playfield(s) are not included in this commission but will be addressed after scope and cost of site work are determined by Civil Engineering Report (see scope of A/E Services below), as approved by M-DCPS.

Scope of A/E Professional Services:

The A/E scope of services includes, but is not limited to, the following (per A/E Agreement and A/E SC-1 requirements):

- Final Scope Definition Program/Site Master Plan, including final approved Facilities List, Project Schedule and Probable Cost Estimate; and verification of existing site utilities and conditions;
- Detailed Civil Engineering Report submitted concurrently with the Final Scope Definition Program, which will identify campus-wide site drainage issues, recommend corrective actions to be taken, and provide associated cost estimates. The report will also address all required permitting, coordination with agencies having jurisdiction and appropriate phasing for the drainage work;
- Phase I submittal - Schematic Design submittal to include site-adaptation and interior and exterior building modifications to the Comstock ES three-story building to address programmed spaces and compatible façade aesthetics, including meetings with M-DCPS stakeholders as needed; and Life-Cycle Cost Analysis for the new, three-story classroom, building based on final configuration/program and orientation;
- Phase II/III combined submittals at 50% and 100% completed Construction Documents (CDs) - Updating the Comstock ES classroom building's CDs to comply with 1) the most current version of the Florida Building Code, State Requirements for Educational Facilities (SREF), Florida Fire Prevention Code, National Fire Prevention Association 101 (Life Safety Code), and all other applicable codes, as required; 2) current M-DCPS Design Standards, including LEED for Building Design and Construction rating system, as it relates to K-12 facilities;
- Development of all infrastructure, utility and low-voltage systems tie-ins;
- Development of deductive alternates as may be required;
- Coordination with all agencies having jurisdiction;

- Phase IV - Bid/Award;
- Phase V(a) - Construction Administration through Substantial Completion;
- Phase V(b) - Punch List/Closeout/Occupancy; and
- Phase VI - Warranty Inspection & Report.

Construction Delivery Method:

In accordance with the M-DCPS Construction Delivery Method Matrix, the traditional hard bid delivery method has been selected for this project. However, the Board reserves the right to utilize an alternative delivery method, if determined to be in the best interest of the Board.

Construction Budget: \$8,937,800 (GOB-funded)

Office of Economic Opportunity (OEO) Review

Because this is a reuse project, the A/E is required to use the same team of sub-consultants and meet the same Mandatory Sub-consultant Small/Micro Business Enterprise Utilization Goal of 20% as the original, prototype commission (Comstock ES, Project No. 01433100). The team engineers and participation percentages for this project are not identical to the project at Comstock ES. The revised percentages were increased to reflect the actual scope of work. M-DCPS' OEO staff verified the Small/Micro Business Enterprise (S/MBE) and Minority/Women Business Enterprise (M/WBE) certification status of each sub-consultant, as follows:

PRIME FIRM <u>LMP is M-DCPS certified as SBE Tier 2 and Hispanic-American owned firm (certifications expiration date: 9/13/22)</u> SUB-CONSULTANT FIRM NAME	DISCIPLINE/ ROLE	M/WBE CERTIFICATION CATEGORY & EXPIRATION DATE	SBE/MBE CERTIFICATION CATEGORY & EXPIRATION DATE	GOAL % COMMITMENT	NON-SBE/MBE (%)
Fraga Engineers, L.L.C.	Electrical Engineer	Hispanic-American (11/19/19)	SBE Tier 1 (11/19/19)	9.41%	-
Fraga Engineers, L.L.C.	Mechanical Engineer	Hispanic-American (11/19/19)	SBE Tier 1 (11/19/19)	9.41%	-
DDA Engineers, P.A.	Structural Engineer	Hispanic-American (04/10/21)	-	-	10.4%
AMBRO, Inc.	Civil Engineer	African-American (7/6/20)	SBE Tier 1 (7/6/20)	7.8%	-
Bell Landscape Architecture, Inc.	Landscape Architect	Woman (10/25/20)	MBE (10/25/20)	3.92%	-
TOTAL SBE/MBE PARTICIPATION (M-DCPS Mandatory SBE/MBE Goal: 20%)				30.54%	

Project Schedule:

LMP has agreed to the following document submittal schedule:

- Final Scope Definition Program/Site Master Plan and Civil Engineering Report Submittal by: November 20, 2019
- Phase I - Schematic Design Submittal by: January 6, 2020
- Phase II/III - Construction Documents (CDs), 50% complete, Submittal by: March 6, 2020
- Phase II/III - CDs 100% complete and accepted by M-DCPS: April 29, 2020
- Phase II/III - CDs 100% complete, approved by BCC: May 29, 2020

Note: The schedule for the project is aggressive. The Phase II/III - CDs 50% complete submittal due date for the A/E is predicated on M-DCPS' acceptance of the Phase I - Schematic Design Documents by January 13, 2020. Phase II/III 100% complete CDs submittal is predicated on M-DCPS' Matrix Meeting and acceptance of Phase II/III CDs, 50% complete, by March 13, 2020.

Project construction milestone dates are as follows:

- Board Award: August 2020
- Construction - Substantial Completion by (10.5 months): June 2021
- Final Completion/Occupancy by: August 2021

Terms & Conditions:

A. Basic Services Fee:

LMP has agreed to a lump sum reuse fee for Basic Services of \$410,000 which represents approximately 4.59% of the Construction Budget of \$8,937,800. This Basic Services reuse fee shall include, but is not limited to, all required A/E design and construction administration services, sub-consultants, code and design criteria updates, site adaptation, FISH documentation, and phasing of construction documents to comply with the project schedule and construction budget, unless noted otherwise as Supporting Services fees. Basic Services reuse fees shall be paid based on completion of the following phases (except for Phase V(A), Construction Administration through Substantial Completion, which may be invoiced monthly):

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase I - Schematic Design (complete/accepted by M-DCPS)	10.7%	\$ 43,870
Phase II/III – Construction Documents 50% (complete/accepted by M-DCPS)	12.5%	\$ 51,250
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14.3%	\$ 58,630

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase II/III - Construction Documents, 100% (complete and approved for construction by the Building Code Consultant/Building Official)	7.5%	\$ 30,750
Phase IV - Bid/Award	3.4%	\$ 13,940
Phase V - (A) Construction Administration	43.9%	\$ 179,990
Phase V - (B) Punch List/Closeout	6.7%	\$ 27,470
Phase VI - Warranty	1%	\$ 4,100
TOTAL BASIC SERVICES FEE:	100%	\$ 410,000

B. Supporting Services Fees:

- 1) M-DCPS Acceptance of Final Scope Definition Program/Site Master Plan, completed Civil Engineering Report, including project phasing for site drainage corrections, which precede building construction, Lump Sum Fee, composed of two parts:
 - a) Final Scope Definition Program/Site Master Plan: \$ 24,983
 - b) Civil Engineering Report: \$ 14,500

- 2) Lump Sum Fee for interior/exterior modifications, \$175,000, four equal payments, as follows:
 - a) M-DCPS Acceptance of Phase I Schematic Design documents: \$ 43,750
 - b) M-DCPS Acceptance of Phase II/III CDs, 50% completed: \$ 43,750
 - c) M-DCPS Acceptance of Phase II/III CDs, 100% completed: \$ 43,750
 - d) Phase II/III CDs, approved for construction by Building Code Consultant: \$ 43,750

- 3) Lump Sum Fee for acceleration, \$30,000, due to aggressive project schedule and occupancy date of August 2021, three equal payments, as follows:
 - a) On-time submittal of Phase I Schematic Design: \$ 10,000
 - b) On-time submittal of Phase II/III CDs, 50% complete: \$ 10,000
 - c) On-time submittal of Phase II/III CDs, 100% complete: \$ 10,000

Supporting Services Fees Sub-total: \$244,483

- 4) The following services require prior written authorization by the Board's designee:
 - a) Additional Site Visits: 100 additional site visits at a flat rate of \$250 per site visit, per discipline: \$ 25,000

b) Threshold Inspections: 125 Inspections at a flat rate of \$250 per site visit, per discipline:	\$ 31,250
c) Project-specific Land Survey (including GPR), at cost x 1.06, Not-to-Exceed (NTE):	\$ 25,000
d) Traffic Study, at cost x 1.06, NTE:	<u>\$ 20,000</u>

Supporting Services Fees requiring prior authorization Sub-total: \$ 101,250

TOTAL OF ALL SUPPORTING SERVICES: \$345,733

C. 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 \$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 2.40 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 1.70 for any Additional Services approved by the Board;
- The A/E shall maintain no less than a \$1,000,000 Professional Liability Practice Policy with a maximum deductible of \$50,000, Workers Compensation/Employers' Liability Insurance, Commercial General Liability Insurance, and Automobile 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 OEO. 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 commission.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	563000	1101300	28480000	740000	01999900

Prior Commissions:

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

- A/E at South Pointe Elementary School
Part 2 (full A/E) services for GOB-funded Addition and Renovations
Project No. 01530400
Date of Commission: August 14, 2019
- A/E at Arvida Middle School
Part 2 (full A/E) services for GOB-funded Renovations (Phase I)
Project No. 01527700
Date of Commission: April 17, 2019
- A/E at Comstock Elementary School
Part 2 (full A/E) services for GOB-funded Replacement and Renovations
Project No. 01433100
Date of Commission: March 13, 2019
- A/E at Ernest R. Graham K-8 Academy
Part 1 services (Program/Master Plan) for GOB-funded Renovations
Project No. 01528500
Date of Commission: November 20, 2018
- A/E at South Pointe Elementary School
Part 1 services (Program/Master Plan) for GOB-funded Addition and Renovations
Project No. 01530400
Date of Commission: May 16, 2018
- A/E at Arvida Middle School
Part 1 services (Program/Master Plan) for GOB-funded Renovations (Phase I)
Project No. 01527700
Date of Commission: January 17, 2018
- A/E at Comstock Elementary School
Part 1 services (Program/Master Plan) for GOB-funded Renovations
Project No. 01433100
Date of Commission: February 15, 2017

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for LMP is 3.13, the most recent average scores for projects currently underway or completed within the last three years, based on a scale of 1-5, low to high, for second quarter of 2019.

Principal

The Principal/Owner designated to be directly responsible to the Board for Laura M. Perez & Associates, Inc., is Laura M. Perez. The firm is located at 2401 NW 7 Street, Miami, Florida 33125.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission Laura M. Perez & Associates, Inc., as Architect/Engineer of Record for General Obligation Bond funded Phase II, Addition of Middle School, Grades 6-8, at Dr. Toni Bilbao Preparatory Academy (a reuse of Comstock Elementary School new three-story classroom Building 09) Project Number 01999900, as follows:

- 1) A lump sum fee of \$410,000 for A/E Basic Services; and
- 2) Supporting services and fees, project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:SGK:ef