

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

**SUBJECT: COMMISSION OF PALENZUELA & HEVIA DESIGN GROUP, INC., AS ARCHITECT/ENGINEER OF RECORD (A/E) FOR PART 2 (FULL A/E) SERVICES FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AND NEW PHYSICAL EDUCATION (P.E.) SHELTER AT HIALEAH MIDDLE SCHOOL, PROJECT NUMBER 01528800**

**COMMITTEE: FACILITIES AND CONSTRUCTION**

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

Introduction:

On January 17, 2018, the Board commissioned Saltz Michelson Architects, Inc. (SMA), for Part 1 Services (Program/Master Plan) as advertised under Request for Qualifications 154 for Architect/Engineer of Record. The Final Scope Definition Program/Master Plan document was submitted on October 18, 2018 by SMA and Sign-off Sheet (FM-7664) was fully executed on December 18, 2018. Last revision was on March 13, 2019. The Board terminated negotiations with SMA on October 8, 2019 and selected the next-ranked firm for RFQ 154, Palenzuela Hevia Design Group, Inc. (PHDG) to negotiate to provide Part 2 A/E's services (full A/E design and construction administration services). Therefore, Part 2 services with PHDG will proceed with an added support service for Final Scope Program Validation. Negotiations with PHDG were successfully concluded and the firm has agreed to provide Part 2 full A/E services for the project 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 SMA's Final Scope Definition Program/Master Plan dated October 18, 2018, and revised March 13, 2019, the general scope of campus-wide renovations includes, but is not limited to:

Site & Campus-wide

- Re-surface and re-stripe existing parking lot;
- Repair 8 existing basketball standards goals and backboards; replace rims and nets;
- Re-surface, coat and re-stripe basketball courts;
- Provide new P.E. Shelter between basketball court and Male and Female Locker Rooms;
- Replace damaged wall-mounted building lights;

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- Paint exterior of all buildings on campus for Hialeah MS Buildings 01 thru 05 and Amelia Earhart Elementary School (ES); and
- Paint interior corridors.

#### Building 01 - Main Building

- Replace 2, 220-ton water-cooled chillers serving both Hialeah MS and Amelia Earhart ES with 2 low-profile water-cooled chillers including pumps, exhaust, monitors, and motor controls at both schools;
- Replace 13 Air handler Units (AHU) including associated ductwork and VAV boxes;
- Replace DX air conditioning unit in Room 001P serving Administration area;
- Replace all roof-mounted exhaust fans;
- Replace Domestic water piping and sanitary sewage system at Group Restrooms 002A, 002B, 014, 015, 020 & 022 & 002;
- Remodel Group Restrooms 002A & 002B into new ADA-compliant restrooms;
- Remodel Group Restrooms 014 & 015 (P.E. Locker Rooms) into new ADA-compliant restrooms;
- Remodel Group Restrooms 020 & 022 into new ADA-compliant restrooms;
- Replace electric water cooler (EWC) at Auditorium Lobby with new High-Low EWC with bottle filler;
- Replace damaged classroom lavatories;
- Replace 3 custodial mop/service sinks including instant-hot water heaters;
- Provide new unit ventilators at Room 014, Female Locker Room and Room 015, Male Locker Room;
- Replace stairway guard railing at 4 exit stairs;
- Refurbish auditorium seating;
- Provide Auditorium seating with aisle lighting;
- Replace lighting in Mechanical Room 004Y and Electrical Room 004K;
- Replace Auditorium house lights with new LED lights, including emergency lights as required;
- Replace Auditorium back-of-house lighting;
- Replace stage lighting and provide additional emergency lights at Stage Room 002J; and
- Provide fire-stop and seal wall penetrations at Mechanical Room 004H and Electrical Rooms 002E and 046.

#### Building 03 - Classroom Building

- Replace 210 SF of carpet in ESE Room 303;
- Replace VAV boxes, duct dampers, A/C registers and return-air grilles;
- Replace roof-mounted exhaust fans;
- Replace 60 light fixtures with new LED fixtures, including emergency lighting;
- Replace 20 electrical receptacles with GFCI tamper-proof electrical receptacles;
- Provide illuminated exit signs at ESE Rooms 300, 301, 302 & 303; and
- Provide fire-stop and seal wall penetrations at ESE Room 303.

#### Building 05 - Media Center

- Replace roof-mounted exhaust fans;
- Replace VAV boxes; and

- Provide fire-stop and seal wall penetrations at Electric Room 207 and Media Custodial Room 108.

Amelia Earhart ES

- Replace 7 AHUs, including associated ductwork and VAV boxes; and
- Replace DX air conditioning unit in Room 044G serving Administration area.

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 January 17, 2018, the Board commissioned H. A. Contracting, Inc., 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:

<p><b>PRIME FIRM</b>  <u>PHDG is M-DCPS certified</u>  <u>MBE-Tier 2 and Hispanic-</u>  <u>American owned firm</u>  <u>(certifications expiration date:</u>  <u>10/8/22)</u></p> <p><b>SUB-CONSULTANT</b>  <b>FIRM NAME</b></p>	<p><b>DISCIPLINE/          ROLE</b></p>	<p><b>M/WBE          CERTIFICATION          CATEGORY          &amp;          EXPIRATION          DATE</b></p>	<p><b>SBE/MBE CERTIFICATION          CATEGORY &amp;          EXPIRATION DATE</b></p>	<p><b>GOAL % COMMITMENT</b></p>	<p><b>NON-SBE/MBE %</b></p>
Hammond & Associates, Inc.	Electrical Engineer	African-American (6/21/20)	MBE – Tier 2 (6/21/20)	14.5%	-
Hammond & Associates, Inc.	Mechanical Engineer	African-American (6/21/20)	MBE – Tier 2 (6/21/20)	14.5%	-
M. A. Suarez & Associates, Inc.	Structural Engineer	Hispanic-American (8/23/20)	MBE – Tier 2 (8/23/20)	4%	-
HP Consultants, Inc.	Civil Engineer	Asian-American (9/16/22)	MBE-Tier 2 (9/16/22)	10%	-
Associates Consulting Technicians	Estimator	-	-	-	0.5%

<b>TOTAL SBE/MBE PARTICIPATION</b> - see note (1) (M-DCPS Mandatory SBE/MBE Goal: 15%)	<b>43%</b>	-
TOTAL NON-SBE/MBE PARTICIPATION		0.5%
TOTAL SUB-CONSULTANT PARTICIPATION (SBE/MBE AND NON-SBE/MBE)	43.5%	

Notes:

(1) Subsequent to the negotiations, PHDG submitted revised utilization commitment percentage for each of their sub-consultants. Accordingly, their total revised SBE/MBE participation increased from 21% to 43%.

Construction Budget: \$4,464,068 (Partially GOB-funded)

Project Schedule:

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

- Scope Validation of SMA's Final Scope Definition Program January 15, 2020
- Phase I - Schematic Design March 4, 2020
- Phase II/III - Construction Documents 50% complete April 29, 2020
- Phase II/III - Construction Documents 100% complete July 7, 2020

Note: Phase II/III submittals are predicated on M-DCPS' Phase I - Schematic Design acceptance no later than March 18, 2020.

Construction milestone dates:

- Board Award - Guaranteed Maximum Price (GMP) December 2020
- Construction - Substantial Completion June 2022
- Final Completion July 2022

Terms & Conditions:

1. Basic Services Fees:

PHDG has agreed to a lump sum fee for Basic Services of \$345,000 which represents approximately 7.73% of the Construction Budget of \$4,464,068. This Basic Services fee includes all required services, consultants, phasing and development of deductive 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)	12%	\$41,400
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	23%	\$79,350
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	14%	\$48,300



- 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 (Partially GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
360000	568000	1623100	24480000	740000	01528800
351000	568000	1623100	24480000	740000	01528800

Prior Commissions:

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

- A/E of Record for North Miami Beach Senior High School  
Part 2 services (Full A/E Services) for GOB-funded Renovations - Project Number 01327000  
Date of Commission: March 13, 2018
- A/E of Record for Georgia Jones-Ayers Middle School  
Part 2 services (Full A/E Services) for GOB-funded Renovations - Project Number 01423900  
Date of Commission: August 15, 2018
- A/E for North Miami Beach Senior High School  
Part 1 services (Programming / Master plan) for GOB-funded Renovations - Project Number 01327000  
Date of Commission: October 11, 2017
- A/E of Record for Greynolds Park Elementary School  
Part 2 services (Full A/E Services) for GOB-funded Renovations - Project Number 01423700  
Date of Commission: September 6, 2017

- A/E for Greynolds Park Elementary School  
Part 1 services (Programming / Master plan) for GOB-funded Renovations - Project Number 01423700  
Date of Commission: April 5, 2017

Performance Evaluation Score:

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, 2019: 3.16.

Principal:

The Principal/Owner designated to be directly responsible to the Board for Palenzuela & Hevia Design Group, Inc., is Eugenio Palenzuela. The firm is located at 12201 S.W. 133 Court, Miami, Florida 33186.

**RECOMMENDED:**

That The School Board of Miami-Dade County, Florida, commission Palenzuela & Hevia Design Group, Inc., as Architect/Engineer of Record (A/E) for Part 2 (Full A/E) Services for General Obligation Bond funded Renovations and New Physical Education (P.E.) Shelter at Hialeah Middle School, located at 6027 East 7 Avenue, Hialeah, Florida 33013, Project Number 01528800, as follows:

- 1) A lump sum fee of \$345,000 for Part 2 Basic 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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