

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

SUBJECT: COMMISSION OF KVH ARCHITECTS, P.A. AS ARCHITECT/ENGINEER OF RECORD (SHELTERED MARKET – SMALL BUSINESS ENTERPRISES) FOR GENERAL OBLIGATION BOND FUNDED RENOVATIONS AT CAROL CITY MIDDLE SCHOOL, PROJECT NUMBER 01615900

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES

Introduction:

In September 2019, Request for Qualifications (RFQ) 176 was published to competitively select an Architect/Engineer of Record (A/E) Sheltered Market for Small Business Enterprises (SBE) or Micro Business Enterprises (MBE), for General Obligation Bond (GOB)-funded Renovations at Carol City Middle School, located at 3737 N.W. 188 Street, Miami Gardens, Florida 33055, Project Number 01615900.

Ten (10) firms responded to the solicitation. Four (4) firms were not evaluated due to incomplete RFQ responses. Six (6) firms were evaluated, and three (3) firms were short-listed and invited to interview. On November 21, 2019, the short-listed firms were interviewed and subsequently ranked by the Selection Committee, as follows:

<u>Rank</u>	<u>Firm</u>
1	KVH Architects, P.A. (a)(b)
2	M. Hajjar & Associates, Inc. (b)
3	Nyarko Architectural Group, Inc. (a)(b)

Notes:

- (a) Prime firm holds a current M-DCPS Minority/Women Business Enterprise (M/WBE) Certificate.
- (b) Prime firm holds a current M-DCPS SBE or MBE Certificate.

This solicitation includes a mandatory SBE/MBE Sub-consultant Utilization Goal of 10% and a mandatory M/WBE Sub-consultant Utilization Goal of 7.51% (as determined by the M-DCPS Goal Setting Committee).

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Selection:

KVH Architects, P.A. (KVH) was the highest-ranked firm, and in accordance with the “Procedures for the Selection of Architects and Engineers” (updated August 14, 2019), was selected to negotiate for this project. Negotiations with KVH were successfully concluded and the firm has agreed to provide Final Scope Definition Program and full A/E design and construction administration services.

School Profile:

The existing facility is on approximately 14 acres and is part of the North Region. The campus is comprised of 10 permanent buildings and covered walkways with a total of 85,476 GSF. Buildings 01, 02, 04, 05 & 08 (2-story), and Buildings 03, 06, 07, 09 & 10 (1-story) were built in 1958. The school site also includes a service drive and yard, and on-site staff parking.

Preliminary Project Scope:

The deficiencies to be addressed for this project include, but are not limited to:

- Resurfacing and re-striping of basketball courts;
- Selective replacement of steel/aluminum windows at Buildings 01 thru 05 & 09;
- Replacement of exterior doors at Building 02;
- Repair/replacement of flooring at Building 01;
- Selective replacement of HVAC components (unit ventilators, exhausts/hoods & air handling units);
- Provide additional security alarm cameras;
- Selective repair of security alarm;
- Replacement of distribution panel and panelboard at Building 05;
- Selective replacement of lighting fixtures at Building 02;
- Selective replacement of alarm sensors and motion detectors as required;
- Repair/replacement of emergency exit signages at Building 09; and
- Selective exterior/interior painting.

The project must be programmed, designed, phased, coordinated and constructed to maximize safety and minimize disruption to the existing, occupied campus.

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 delivery method has been selected for this project. However, 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 a Memorandum of Understanding outlining roles and responsibilities, as follows:

LIST OF M-DCPS OEO CERTIFICATIONS						
PRIME FIRM: KVH is M-DCPS certified as Hispanic-American and SBE – Tier 1 (certifications expire on 10-22-2022)						
SUB-CONSULTANTS FIRM NAME	ROLE OR RESPONSIBILITY	M/WBE CERTIFICATION CATEGORY & EXPIRATION DATE	M/WBE GOAL (%) COMMITMENT	SBE/MBE CERTIFICATION CATEGORY & EXPIRATION DATE	SBE/MBE GOAL (%) COMMITMENT	NOT CERTIFIED SBE/MBE OR M/WBE %
Hammond & Associates, Inc. (*)	Electrical Engineer	African-American 6-21-2020	10.0%	MBE – Tier 2 6-21-2020	-	-
Procon Engineering, Inc.	Mechanical Engineer	Hispanic-American 10-2-2022	-	SBE – Tier 2 10-2-2022	5.0%	-
S & F Engineers, Inc.	Structural Engineer	Asian-American 4-9-2022	1.6%	SBE – Tier 2 4-9-2022	5.0%	-
Ross Engineering, Inc.	Civil Engineer	Women 8-30-2022	1.0%	SBE – Tier 1 8-30-2022	-	-
Go Green Document Solutions, Inc. (**)	Reproduction	African-American 4-3-2022	0.5%	MBE – Tier 2 4-3-2022	0.5%	-
Procon Engineering, Inc.	LEED Consultant	Hispanic-American 10-2-2022	-	SBE – Tier 2 10-2-2022	1.0%	-
TOTAL SUB-CONSULTANTS PARTICIPATION PER CATEGORY:		M/WBE: 13.1%		SBE/MBE: 11.5%		0%

Notes:

- (*) Procon Engineering, Inc. was the original Electrical Engineer sub-consultant for KVH; however, subsequent to the negotiations, KVH requested replacement of Procon Engineering, Inc. with the firm of Hammond & Associates, Inc., to provide electrical services.
- (**) KVH also submitted revised FM-7550, List of Sub-Consultants, committing to the use of Go Green Document Solutions, Inc., (M-DCPS certified as MBE and African-American-owned Business).
- Subsequent to the negotiations, KVH submitted increased commitment percentages for Electrical Engineering services and Reproduction. Accordingly, their total revised M/WBE participation increased from 7.6% to 13.1% and SBE/MBE participation increased from 11% to 11.5%.

Construction Cost Estimate: \$2,269,792 (GOB-funded)

Project Schedule:

KVH has agreed to the following A/E's document submittal schedule:

- Final Scope Definition Program May 1, 2020
- Phase I - Schematic Design June 11, 2020
- Phase II/III - Construction Documents 50% complete August 14, 2020
- Phase II/III - Construction Documents 100% complete December 18, 2020

Construction milestone dates (contingent on approved documents):

- Board Award - Guaranteed Maximum Price (GMP) March 2021
- Construction - Substantial Completion by March 2022

Terms & Conditions:

1. Basic Services Fees:

KVH has agreed to a lump sum fee for Basic Services of \$177,250 which represents approximately 7.81% of the Construction Budget of \$2,269,792. 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:

BASIC SERVICES - PHASE DESCRIPTION	% OF FEE	FEE
Phase I - Schematic Design (complete/accepted by M-DCPS)	10%	\$ 17,725
Phase II/III - Construction Documents, 50% (complete/accepted by M-DCPS)	25%	\$ 44,312
Phase II/III - Construction Documents, 100% (complete/accepted by M-DCPS)	16%	\$ 28,360
Phase II/III - Construction Documents, 100% (complete & approved for construction by the Building Code Consultant/Building Official)	12%	\$ 21,270
Phase IV - Bid/Award	2%	\$ 3,545
Phase V - (A) Construction Administration	30%	\$ 53,175
Phase V - (B) Punch List/Closeout	4%	\$ 7,090
Phase VI - Warranty	1%	\$ 1,773
TOTAL BASIC SERVICES FEE:	100%	\$ 177,250

2. Supporting Services Fees:

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

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|--|-----------------|
| a) Final Scope Definition Program, approved by M-DCPS, Lump Sum Fee: | \$ 18,000 |
| b) Additional Site Visits: A maximum of 60 additional site visits
at a flat fee of \$250/site visit, Not-to-Exceed: | \$ 15,000 |
| c) Project Specific Land Survey, (at cost x 1.06), Not-to-Exceed: | <u>\$ 7,000</u> |
| Total Supporting Services Fees, Not-to-Exceed: | \$40,000 |

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 M-DCPS Design Standards, including LEED for Building Design and Construction rating system, as it relates to K-12 facilities, and District 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 2.40 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 \$500,000 Professional Liability Practice Policy with a maximum deductible of \$25,000, 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 and M/WBE 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.

Selection Committee:

The Selection Committee consisted of the following individuals:

Committee Members:

Jessica Ginart, Asst. Proj. Manager, Capital Improvement
 Don Bailey, Sr. Project Manager, Capital Improvement
 George Cancio, Project Manager II, Maintenance
 Adela Pierson, Planner, Advance Planning
 Jeannette Garcia, Director, Off. of Economic Opportunity
 Thomas Spaulding, ABC Member

Representing

Superintendent of Schools
 Office of School Facilities
 Office of School Facilities
 Office of School Facilities
 Off. of Economic Opportunity
 Community Representative

Representatives of the Office of Management and Compliance Audits validated the interview scoring calculations and final tabulation. Jasmine Zhang, Professional Selection Analyst, of A/E Selection & Negotiations, acted as the Facilitator (non-voting) for the interviews and served as Chief Negotiator during negotiations.

Project Funding (GOB-funded):

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
351000	568000	1605100	24180000	740000	01615900

Prior Commissions:

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

- Architect/Engineer of Record at Riviera Middle School
 Part 1 services (Program/Master Plan) GOB-funded Renovations - Project No. 01530200
 Date of Commission: January 15, 2019
- Architectural/Engineering Projects Consultant (A/EPC) (Sheltered Market for Small/Micro Business Enterprises) for Miscellaneous Projects up to \$2M each for a four-year continuing term with extensions at the option of the Board
 Date of Commission: July 25, 2018
- A/E of Record at Dr. Henry W. Mack / West Little River K-8 Center
 GOB-funded Renovations & New Addition - Project No. 01443200
 Date of Commission: February 15, 2017

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for KVH is 3.04 (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 third quarter of 2019).

Principal:

The Principal/Owner designated to be directly responsible to the Board for KVH Architects, P.A., is Caridad Hidalgo-Gato. The firm is located at 1500 N.W. 89 Court, Suite 221, Doral, Florida 33172.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission KVH Architects, P.A., as Architect/Engineer of Record Sheltered Market – Small Business Enterprises for General Obligation Bond funded Renovations at Carol City Middle School, located at 3737 N.W. 188 Street, Miami Gardens, Florida 33055, Project Number 01615900 as follows:

- 1) A lump sum fee of \$177,250 for A/E Basic Services; and
- 2) Project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:JZ:cv