

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

SUBJECT: COMMISSION OF R.E. CHISHOLM ARCHITECTS, INC., AS ARCHITECT/ENGINEER OF RECORD FOR GENERAL OBLIGATION BOND FUNDED HISTORICAL RESTORATION AND RENOVATIONS AT DR. WILLIAM A. CHAPMAN HOUSE, PROJECT NUMBER 02347000

COMMITTEE: FACILITIES AND CONSTRUCTION

LINK TO STRATEGIC PLAN: EFFECTIVE & SUSTAINABLE OPERATIONAL PRACTICES

Introduction:

In May 2023, Request for Qualifications (RFQ) 197 was published to competitively select an Architect/Engineer of Record (A/E) for General Obligation Bond (GOB) funded project for Historical Restoration and Renovations at Dr. William A. Chapman House, located at 526 N.W. 13 Street, Miami, Florida 33136, Project Number 02347000.

This solicitation includes a mandatory Small Business Enterprise/Micro Business Enterprise (SBE/MBE) Sub-consultant Utilization Goal of 11.31% and a mandatory Minority/Women Business Enterprise (M/WBE) Sub-consultant Utilization Goal of 13.69% (as determined by the M-DCPS Goal Setting Committee), per the Disparity Study and Board Policy 6320.02.

Selection:

One (1) firm responded to the solicitation. On July 10, 2023, the initial screening process was completed, and in accordance with "Procedures for the Selection of Architects and Engineers" (updated May 19, 2021), R.E. Chisholm Architects, Inc. (REC), was selected to negotiate for this project. Negotiations with REC were successfully concluded, and the firm has agreed to provide full A/E design and construction administration services.

School Profile:

Dr. William A. Chapman House was the home and office of Dr. William A. Chapman, Sr., a pioneer African-American medical doctor who settled in Miami and began his practice in 1914. Born in Marianna, Florida, Dr. Chapman was a graduate of Meharry Medical College, located in Nashville, Tennessee and was the first African-American appointed by the Florida Department of Health to travel throughout the State with an educational program.

The Chapman House was built in 1923 and exemplifies the type of Masonry Vernacular architectural style prevalent in Dade County in the 1920s. The house features classic detailing on the large porch and front façade. In 1983, the Chapman House was designated as a City of Miami historical site and served as the School District's Multicultural Education Headquarters. The Chapman House underwent restoration and was appointed as the Ethnic Heritage Children's Folklife Education Center which opened to the public in April 1993. In this capacity, visiting students and children learned about the rich cultural history of the neighborhood as well as the diverse cultural heritage of Miami-Dade County. Due to the current state of the Chapman House, restoration is needed to bring it back to its original state as a museum and a learning center for the children of Miami-Dade County.

Project Scope:

The preliminary scope of work includes, but is not limited to, historical restoration and renovations of the existing building and associated site work as follows:

Renovations:

- Replacement of existing roof;
- Replacement of existing wood siding;
- Replacement of exterior windows;
- Replacement of existing HVAC system;
- Replacement of existing interior walls, stair railing, and wood flooring;
- Upgrade electrical main service, emergency lighting, and additional exterior lighting;
- Upgrade lightning system;
- Replacement of fire alarm system;
- Replacement of damaged plumbing fixtures, domestic water, and sanitary sewer systems as per A/E assessment;
- Installation of fire sprinkler system;
- Replacement of plaster ceiling (first and second floor);
- Replacement of existing interior VCT flooring and ceramic tiles;
- Replacement of existing cabinets throughout;
- Treatment of present pest infestations;
- Repair/replacement of existing picket fence and gate.
- Installation of security cameras; and
- Interior/exterior painting.

A/E Scope of Services:

The A/E will be required to provide full design and construction administration services which may include other services as requested by the Board. The A/E will coordinate with District departments and regulatory agencies, including but not limited to, Maintenance, the Building Code Consultant, Miami-Dade County, The U.S. Department of Interior Historical Preservation Guidelines, the City of Miami Historic Preservation Board, etc., as required.

The A/E will be required to preserve the historical value and the characteristics of the structural components of the site and existing building.

All design and construction shall follow State Requirements for Educational Facilities (SREF), the Florida Building Code, the National Fire Protection Association, the Florida Fire Prevention Code (Life Safety Code), barrier-free design guidelines, Florida statutes (F.S.), and M-DCPS Design Standards and Board policies. Projects shall be designed and constructed to meet one of the approved nationally recognized high-performance green building rating systems approved by the Department of Management Services, such as the United States Green Building Council Leadership in Energy and Environmental Design (LEED), the Green Building Initiative's Green Globes rating system, the Florida Green Building Coalition Standards, the International Green Construction Code, and Collaborative for High Performance Schools (CHPS).

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

Construction Delivery Method:

The Conventional Bid 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 Memoranda of Understanding outlining roles and responsibilities, as follows:

LIST OF M-DCPS OEO CERTIFICATIONS						
PRIME FIRM: REC is M-DCPS certified as a SBE Tier 2 and a Hispanic-American firm. (Certification expires on 8-24-2025)						
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 6-1-2026	-	SBE Tier 2 6-1-2026	9%	-
Hammond & Associates, Inc.	Mechanical Engineer	African-American 6-1-2026	9%	SBE Tier 2 6-1-2026	-	-
Bliss & Nyitray, Inc.	Structural Engineer	-	-	-	-	15%
Milian, Swain & Associates, Inc.	Civil Engineer	Hispanic-American 7-13-2026	-	-	-	-

Laura Llerena & Associates, Inc.	Landscape Architecture	Hispanic-American 6-2-2026	-	MBE Tier 1 6-2-2026	5%	-
IMR Development Corp. DBA Jennings Pipe Lining & Services	Other: Plumbing Engineer	African-American 8-11-2025	5%	SBE Tier 1 8-11-2025	-	-
TOTAL SUB-CONSULTANTS PARTICIPATION PER CATEGORY:		M/WBE: 14%		SBE/MBE: 14%		15%

Note:

REC has exceeded the sub-consultant's participation goals for M/WBE and SBE/MBE.

Construction Budget: \$1,057,204

Project Schedule:

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

- Phase I - Schematic Design December 15, 2023
- Phase II/III – Construction Documents 50% complete January 24, 2024
- Phase II/III - Construction Documents 100% complete March 11, 2024

Note: Phases II/III submittals are predicated on M-DCPS' Phase I - Schematic Design acceptance no later than December 22, 2023.

Construction milestone dates:

- Board Award July 2024
- Construction - Substantial Completion April 2025
- Final Completion/Closeout May 2025

Terms & Conditions:

1. Basic Services Fees:

REC has agreed to a lump sum fee for Basic Services of \$99,081 which represents approximately 9.37% of the Construction Estimate of \$1,057,204. This Basic Services fee includes all required services, consultants, phasing, and alternate development, 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)	12.0%	\$ 11,890
Phase II/III - Design Development, 50% (complete/accepted by M-DCPS)	27.5%	\$ 27,247

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)	27.5%	\$ 27,247
Phase IV - Bid/Award	4.0%	\$ 3,963
Phase V - (A) Construction Administration	25.0%	\$ 24,770
Phase V - (B) Punch List/Closeout	3.0%	\$ 2,972
Phase VI - Warranty	1.0%	\$ 992
TOTAL BASIC SERVICES FEE:	100%	\$ 99,081

2. Supporting Services Fees:

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

a) Final Scope/Definition Program (Not-to-Exceed)	\$ 4,787
b) Additional Site Visits: A maximum of 40 additional site visits at a flat fee of \$300/site visit	\$ 12,000
c) Survey and Data Collection (Not-to-Exceed) (Developing CAD files)	\$ 6,500
d) Special Study for Structural, MEP, etc. (Not-to-Exceed)	\$ 5,285
e) Historic Detailing - Documenting or restoring existing conditions to their original conditions or appearance (Not-to-Exceed)	\$ 7,500
f) Historic Rehabilitation Plan in accordance with the U.S. Department of Interior Historical Preservation Guidelines, or City of Miami Historic Preservation Board (Not-to-Exceed)	\$ 15,000
g) Presentation with the City of Miami Historic Preservation Board (HPB) and other applicable organizations (Not-to-Exceed)	\$ 5,790
h) Special Inspections (Not-to-Exceed)	\$ 8,600
i) ADA Waiver (Not-to-Exceed)	<u>\$ 15,000</u>
Total Supporting Services Fees:	\$ 80,462

3. 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 \$200/hour for the Architect, and \$200/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/ Employer's 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.

Project Funding:

Fund	Commitment Item	Funds Center	Program	Function	Funded Program
446000	568000	1921700	55440000	740000	02347000
374000	568000	1979700	07320000	740000	02347000

Prior Commissions:

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

Architectural/Engineering Projects Consultant (A/EPC) for Miscellaneous Projects up to \$4M each for a 4-year term with extensions at the option of the Board

Date of Commission: April 13, 2022

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for REC is 2.95 (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 2023).

Principal:

The Principal/Owner designated to be directly responsible to the Board for R.E. Chisholm Architects, Inc., is Matthew Polak. The firm is located at 782 N.W. 42 Avenue, Suite 650, Miami, Florida 33126.

RECOMMENDED:

That The School Board of Miami-Dade County, Florida, commission R.E. Chisholm Architects, Inc., as Architect/Engineer of Record for General Obligation Bond funded Historical Restoration and Renovations at Dr. William A. Chapman House, located at 526 N.W. 13 Street, Miami, Florida 33136, Project Number 02347000, as follows:

- 1) a lump sum fee of \$99,081 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.

NS:CV:cv