

Office of School Facilities
Jaime G. Torrens, Chief Facilities Officer

**SUBJECT: COMMISSION OF LAURA M. PEREZ & ASSOCIATES, INC.,
AS ARCHITECT/ENGINEER FOR PART 1 SERVICES
(PROGRAM/MASTER PLAN) FOR GENERAL OBLIGATION
BOND FUNDED RENOVATIONS AT ERNEST R. GRAHAM K-
8 ACADEMY, PROJECT NUMBER 01528500**

COMMITTEE: FACILITIES AND CONSTRUCTION

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

Introduction:

In July 2018, a solicitation, Request for Qualifications (RFQ) #168, was published to competitively select an Architect/Engineer of Record (A/E) for the following General Obligation Bond (GOB) funded projects under the "Procedures for the Selection of Architects and Engineers" (Pilot Program 2nd Revision dated September 6, 2016):

- Renovations (Phase II) at Norland Middle School (MS)
1235 N.W. 192 Terrace, Miami Gardens, Florida 33169, Project Number 01509500
- Renovations at Ernest R. Graham K-8 Academy (K-8)
7330 West 32 Avenue, Hialeah, Florida 33018, Project Number 01528500

Eleven (11) firms responded to the solicitation. Two (2) firms were not evaluated due to incomplete RFQ responses. Nine (9) firms were evaluated, and six (6) firms were shortlisted and invited to interview. On September 13, 2018, the shortlisted firms were interviewed and subsequently ranked by the Selection Committee, as follows:

| <u>Rank</u> | <u>Firm</u> |
|-------------|--|
| 1 | Wolfberg Alvarez & Partners, Inc. ^(a) |
| 2 | Laura M. Perez and Associates, Inc. ^{(a) (b)} |
| 3 | Alleguez Architecture, Inc. ^{(a) (b)} |
| 4 | Rodriguez Architecture, Inc. ^{(a) (b)} |
| 5 | Saltz Michelson Architects, Inc |
| 6 | M. C. Harry and Associates, Inc. |

Notes:

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

This solicitation includes a mandatory SBE/MBE Sub-consultant Utilization Goal of 20% (as determined by the M-DCPS Goal Setting Committee).

Selection:

In accordance with the solicitation and interview process, the highest-ranked firm was selected to negotiate for the highest-valued project (Norland MS) and the second-ranked firm for the second-valued project (Ernest R. Graham K-8).

Laura M. Perez and Associates, Inc. (LMP) was the second-ranked firm and therefore, negotiated for the second-valued GOB-funded Renovations project at Ernest R. Graham K-8. The highest-ranked firm successfully negotiated their respective project and is being presented under separate Board agenda item.

Negotiations with LMP were successfully concluded and the firm has agreed to provide Program/Master Plan services, as follows:

Scope of Services:

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

The A/E scope of services will be commissioned in two parts, as follows:

PART 1 - Development and approval of a Final Scope Definition Program and Master Plan (based on the Pre-programming Package developed by M-DCPS dated July 2017, including, but not limited to, site/building analysis, mechanical/electrical/plumbing systems analysis, scope/feasibility options, construction cost estimates, project scheduling, and phasing plans). A/E services may include other services as required by the Board.

PART 2 - Staff will negotiate A/E professional services for full design and construction administration services and submit a Board agenda item to recommend commissioning following approval of Part 1 services. The Board reserves the right to negotiate with another ranked firm under this solicitation or re-advertise the services using the Final Scope Definition Program and Master Plan developed by LMP.

School Profile:

The school is located at 7330 West 32 Avenue, Hialeah, Florida, 33018, on approximately 21 acres and is part of the North Region. The campus is comprised of 10 permanent buildings built between 1994 to 2006 with approximately 206,311 GSF and associated

covered walkways. The school campus also includes a service drive and yard and on-site staff parking.

Preliminary Project Scope:

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

- New bus drop-off including drives and covered walkways;
- New covered walkway extension at parent drop-off and additional concrete walkways/patio (as required);
- New Kindergarten playground with shade cover and replacement of existing playground surface with new safety surface (both with artificial turf);
- Resurfacing and restriping of asphalt parking lot and hardcourts;
- Regrading of site to provide proper drainage (as required);
- New security fencing above existing concrete screen wall at service yard;
- Repair of retaining wall (as required);
- Selective replacement of steel doors, frames and hardware;
- Selective replacement of windows in Music Classroom (Building 03) and Media Center (Building 06);
- Replacement of flooring at Media Center (Building 06), Classrooms and Kitchen (Building 07);
- Refinishing of stage flooring and replacement of electrical floor receptacles (Building 07);
- Restoration of unit masonry and gypsum plaster including fire stopping (as required);
- Repair of two elevator cabs including controls in Buildings 06 & 08 (as required);
- Selective replacement of water coolers;
- Replacement of HVAC including direct digital controls (as required);
- Replacement/upgrade of exit signs, public address, security and fire alarm systems (as required); and
- Selective exterior/interior painting.

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: LMP is certified as a HA and SBE T1 (certifications expire on 10-3-2019) | | | | | |
| SUB-CONSULTANTS FIRM NAME | ROLE/RESPONSIBILITY | M/WBE CERTIFICATION CATEGORY & EXPIRATION DATE | SBE/MBE (*) CERTIFICATION CATEGORY & EXPIRATION DATE | SBE/MBE GOAL (%) COMMITMENT | NON-SBE/MBE % |
| Fraga Engineers, L.L.C. | Electrical Engineer | HA 11-19-2019 | SBE - T1 11-19-2019 | 7% | - |
| Fraga Engineers, L.L.C. | Mechanical Engineer | HA 11-19-2019 | SBE - T1 11-19-2019 | 19% | - |
| DDA Engineers, P.A. | Structural Engineers | HA 4-10-2021 | - | - | 1% |
| AMBRO, Inc. | Civil Engineer | AA 7-6-2020 | SBE - T1 7-6-2020 | 11% | - |
| Bell Landscape Architecture | Landscape Architecture | W 10-25-2020 | MBE 10-25-2020 | 1% | - |
| TOTAL PARTICIPATION FOR PRE-CONSTRUCTION (M-DCPS Mandatory Goal 20%) | | | | 38% | |

M/WBE Category Codes:

AA = African-American
 HA = Hispanic-American
 W = Women

SBE/MBE (*) Category Codes:

SBE-T1 = Small Business Enterprise - Tier 1
 MBE = Micro Business Enterprise

Notes:

- (*) SBE/MBE certification is based on OEO's review of each firm's Annual Eligibility Affidavit to determine compliance with eligibility criteria of the respective certification requirements.
- Subsequent to the negotiations, LMP submitted increased commitment percentages for their sub-consultants. Accordingly, their total revised SBE/MBE participation increased from 20% to 38%.

Construction Cost Estimate: \$5,156,571 (GOB-funded)

Project Schedule:

LMP has agreed to the following A/E's document submittal schedule for PART 1 Services - Program/Master Plan for the project, including all required consultants, as follows:

PART 1 (Program/Master Plan Services)

- Preliminary Scope and Estimate Submittal February 18, 2019
- Draft Scope Definition Program and Master Plan Submittal March 4, 2019
- Final Scope Definition Program and Master Plan complete April 8, 2019

Note: It is anticipated that Issue Resolution by M-DCPS will be completed by March 4, 2019. The Final Scope Definition Program and Master Plan must be approved prior to moving forward with PART 2 negotiations.

PART 2 (milestones contingent on approval and signoffs for PART 1)

- Board Commission - Full A/E Services June 12, 2019
- Phase I - Schematic Design July 22, 2019
- Phase II/III Construction Documents 50% complete September 19, 2019
- Phase II/III Construction Documents 100% complete January 29, 2020

Construction milestones (contingent on approved documents)

- Board Award - Guaranteed Maximum Price (GMP) April 2019
- Construction - Substantial Completion by January 2022

Terms & Conditions:

1. Program/Master Plan Services Fees:

LMP has agreed to a lump sum fee for Program/Master Plan Services of \$22,000 (with a Construction Budget of \$5,156,571). The fee includes all required services, consultants and phasing to comply with the project schedule. The fee shall be paid based on completion of the following listed deliverables:

| PROGRAM/MASTER PLAN SERVICES | % OF FEE | FEE |
|--|-----------------|-----------------|
| Draft Submittal (complete/accepted by M-DCPS) | 50% | \$11,000 |
| Final Submittal (complete/accepted by M-DCPS) | 40% | \$8,800 |
| Final M-DCPS Approval | 10% | \$2,200 |
| TOTAL PROGRAM/MASTER PLAN SERVICES FEE: | 100% | \$22,000 |

2. Supporting Services Fees:

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

- a) Project Specific Land Survey, (at cost x 1.06), Not-to-Exceed: \$15,000
- b) Project Specific Traffic Study, (at cost x 1.06), Not-to-Exceed: \$15,000

Total Supporting Services Fees, Not-to-Exceed: \$30,000

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, District Standards, 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 \$135.00/hour for the Architect, and \$135.00/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 insurance policy with a maximum deductible of \$50,000, Workers Compensation/Employers Liability Insurance, Comprehensive General Liability, and Comprehensive Auto 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 the Office of Economic Opportunity. 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 commissioning.

Selection Committee:

The Selection Committee consisted of the following individuals:

Committee Members:

Meriel Seymore, ABC Member
 Don Bailey, Sr. Project Manager, Capital Improvements
 Adela Pierson, Planner, Advance Planning
 Jorge Bonsenor, Sr. Project Manager, Maintenance
 Jeannette Garcia, Director, Off. of Economic Opportunity
 Jose Solares, FPL - Retired

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. Octavio D. Suarez, Professional Selection Analyst, 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 | 1505100 | 17710000 | 740000 | 01528500 |

Prior Commissions:

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

- A/E at South Pointe Elementary School
Part 1 services (Program/Master Plan) for GOB-funded Renovations (Phase I) - Project No. 01527700
A/E Commissioned: May 16, 2018
- A/E at Arvida Middle School
Part 1 services (Program/Master Plan) for GOB-funded Renovations (Phase I) - Project No. 01527700
A/E Commissioned: January 17, 2018
- A/E at Comstock Elementary School
Part 1 services (Program/Master Plan) for GOB-funded Building 01 Replacement and Renovations - Project No. 01433100
A/E Commissioned: February 15, 2017
- Architectural/Engineering Projects Consultant (A/EPC) for Miscellaneous Projects up to \$2M each for a 4-year term with extensions at the option of the Board
Date of Commission: September 5, 2012
Extension: August 10, 2016 - September 4, 2017
- A/E of Record at Miami Arts Studio 6-12 at Zelda Glazer
Non GOB-funded Auditorium & Classroom Addition - Project No. 01543800
A/E Commissioned: June 22, 2016
- A/E of Record (Sheltered Market - MBE) at Ben Sheppard Elementary School
GOB-funded Classroom Addition and Renovations - Project No. 01423500
A/E Commissioned: April 13, 2016
- A/E of Record at Springview Elementary School
GOB-funded Renovations - Project No. 01435400
A/E Commissioned: October 14, 2015
- A/E of Record at Cutler Bay Academy for Advanced Studies, Cutler Ridge Campus
GOB-funded Partial Replacement & Renovations - Project No. 01339200
A/E Commissioned: August 5, 2015 (Part 2)

Performance Evaluation:

M-DCPS' A/E Performance Evaluation for LMP is 3.24 (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 2nd quarter of 2018).

Principal:

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

RECOMMENDED:

That the School Board of Miami-Dade County, Florida, commission Laura M. Perez and Associates, Inc., as Architect/Engineer for Part 1 Services (Program/Master Plan) for General Obligation Bond funded Renovations at Ernest R. Graham K-8 Academy, located at 7330 West 32 Avenue, Hialeah, Florida 33018, Project Number 01528500 as follows:

- 1) A lump sum fee of \$22,000 for Part 1 services; and
- 2) Fees, preliminary project scope and all terms and conditions as set forth in the Agreement and the body of the agenda item.

NAD:OS:os