Office of Superintendent of Schools
Board Meeting of March 12, 2008

March 5, 2008

Office of School Facilities
Jaime Torrens, Chief Facilities Officer

SUBJECT: **COMMISSIONING OF MC HARRY & ASSOCIATES, INC., WOLFBERG ALVAREZ & PARTNERS, THE ARCHITECTURAL PARTNERSHIP, INC., CORZO CASTELLA CARBALLO THOMPSON SALMAN, P.A., AND BROWN & BROWN ARCHITECTS TO PROVIDE ARCHITECTURAL/ENGINEERING PROJECTS CONSULTANT (A/EPC) SERVICES FOR MISCELLANEOUS PROJECTS LESS THAN $1.0 MILLION EACH FOR A FOUR YEAR TERM**

COMMITTEE: **FACILITIES AND CONSTRUCTION REFORM**

LINK TO STRATEGIC PLAN: **IMPROVE CONSTRUCTION SERVICES**

Introduction

Staff has completed the selection process for one or more Architectural/Engineering Projects Consultants (A/EPC) firm(s) to provide Architectural/Engineering services for miscellaneous projects in which the construction cost estimates do not exceed the current statutory limit of $1.0 million, study activities with professional fees less than $50,000, and services of a specific nature, per State Statute.

Twenty-six firms applied, and based on the established evaluation criteria, twenty firms were short-listed. On January 10th and 11th, 2008, the Selection Committee interviewed and ranked the firms as follows:

Final Ranking	Firm
1	M.C. Harry & Associates (MCH)
2	Wolfberg Alvarez & Partners (WAP)
3	The Architectural Partnership, Inc. (TAP)
4	Corzo Castella Carballo Thompson Salman, PA (C3TS)
5	Brown & Brown Architects (BBA)
6	Laura M. Perez & Associates, Inc.
7	LIVS Associates
8	PB Americas, Inc.
9	Jacobs Engineering Group
10	Palenzuela & Hevia
11	Architeknics, Inc.
12	Berger Avart, Inc.
13	Rodriguez Peterson & Porras Architects, Inc.

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Final Ranking	Firm
14*	Elements, LLP
14*	KVH Architects, PA
15	Alleguez Architecture, Inc.
16	ACAI Associates, Inc.
17	Nyarko Architectural Group, Inc.
18	SBLM Architects, P.C.
19	R.E. Chisholm Architects, Inc.

*Two firms had identical interview scores

The following individuals served on the Selection Committee:

Committee Member	Representing
James Dillard, Inspection Officer	Office of the Superintendent
Francis Hoar, Administrative Director	Maintenance & Facilities Operations
Raul Perez, Executive Director	Capital Improvement Projects
John Neblett, Executive Director	Capital Improvement Projects
Sharon Grau, Assistant Director	A/E Selection, Negotiations & Design Mgmt

Non-Voting – Management & Compliance Audits
Nelly Fuentes-Lacayo, Senior Audit Coordinator (1/10/08)
Patricia Robinson, Staff Auditor II (1/11/08)

Staff initiated negotiations for this term contract based on the order of final ranking and has successfully concluded negotiations with the five top-ranked firms, M.C. Harry & Associates, Inc. (MCH), Wolfberg Alvarez & Partners (WAP), The Architectural Partnership, Inc. (TAP), Corzo Castella Carballo Thompson Salman, PA (C3TS), and Brown & Brown Architects (BBA), as follows:

Terms and Conditions

A. Basic Services - General

The negotiated fees for Basic Services are based on a percentage of the construction budget, as approved by staff, prior to the start of each project. Individual work orders will be issued for required services based on the percentage fee converted to a Lump Sum (LS) fee. At the option of staff, the A/EPC will conduct on-site observations (site visits) and/or additional project meetings during construction, at pre-negotiated rates.

Basic Services fees include all required services and consultants, unless otherwise noted in a specific Work Order. Basic Services fees shall be paid based on the percentage of completion per terms of the A/EPC Agreement.

The tables below indicate the fees negotiated with each of the five firms:

A. 1. BASIC SERVICES	FULL DESIGN SERVICES & CONSTRUCTION ADMIN.	PHASE II / III DESIGN SERVICES & CONSTRUCTION ADMIN.
CONSTRUCTION BUDGET (CB)	Fee as a % of CB*	Fee as a % of CB*
1. MCH		
$ 0 to $ 50,000	HR NTE/Lump Sum	HR NTE/Lump Sum
$ 50,001 to $ 250,000	10.00	9.00
$ 250,001 to $ 500,000	9.25	8.25
$ 500,001 to $ 750,000	8.95	8.00
$ 750,001 to $ 999,999	8.50	7.50
2. WAP		
$ 0 to $ 50,000	HR NTE/Lump Sum	HR NTE/Lump Sum
$ 50,001 to $ 250,000	10.00	9.00
$ 250,001 to $ 500,000	9.25	8.25
$ 500,001 to $ 750,000	8.95	8.00
$ 750,001 to $ 999,999	8.50	7.50
3. TAP		
$ 0 to $ 50,000	HR NTE/Lump Sum	HR NTE/Lump Sum
$ 50,001 to $ 250,000	10.00	9.00
$ 250,001 to $ 500,000	9.25	8.25
$ 500,001 to $ 750,000	8.80	8.00
$ 750,001 to $ 999,999	8.25	7.50
4. C3TS		
$ 0 to $ 50,000	HR NTE/Lump Sum	HR NTE/Lump Sum
$ 50,001 to $ 250,000	10.00	9.00
$ 250,001 to $ 500,000	9.25	8.25
$ 500,001 to $ 750,000	8.50	7.75
$ 750,001 to $ 999,999	8.00	7.00
5. BBA		
$ 0 to $ 50,000	HR NTE/Lump Sum	HR NTE/Lump Sum
$ 50,001 to $ 250,000	10.00	9.00
$ 250,001 to $ 500,000	9.25	8.25
$ 500,001 to $ 750,000	8.95	8.00
$ 750,001 to $ 999,999	8.50	7.50

* If no CA – reduce indicated % fee by 15%

A. 2. SITE VISITS, ADDITIONAL PROJECT MEETINGS AND PRINCIPALS' HOURLY RATES			
A/EPC AND DESIGNATED SPECIALISTS (*)	Site Visits	Additional Project Meetings	Principals' Hourly Rates
1. MCH	$300 / Visit	$400 / Meeting	$180 / hr
2. WAP	$300 / Visit	$400 / Meeting	$180 / hr
3. TAP	$275 / Visit	$385 / Meeting (Arch) $275 / Meeting (Des. Specialists)	$180 / hr
4. C3TS	$300 / Visit	$400 / Meeting	$180 / hr
5. BBA	$300 / visit	$400 / Meeting (Arch) $350 / Meeting (Des. Specialists)	$180 / hr

(*) Architect, Mechanical Engineer, Electrical Engineer, Structural Engineer, Civil Engineer, & Landscape Architect

A. 3. FEE SCHEDULE FOR SITE ADAPTATION (RELOCATION OF PORTABLES) - ALL A/EPC FIRMS		
Task Description	Lump Sum 1-5 Portables	Lump Sum 6-10 Portables
Project Scope Meeting	$350	$400
Site Visit / Summary Report	$ 300	$ 360
Specific Purpose Survey - Topographic / Elevation	$ 850	$ 990
Re-survey due to Alternate Location	$ 250	$ 300
Final Finish Floor Elevation Certification	$ 250	$ 250
Geotechnical Engineering Services - Soil Boring Tests (maximum of 3 borings - average depth of 15')	$1,000	$ 1,000
Geotechnical Engineering Services - Engineer Re-evaluation for future use	$ 250	$ 250
Site Plan	$ 730	$ 1,020
Prototypical Foundation Design	$ 985	$ 985
Miscellaneous Coordination	$ 225	$ 275
Record Drawings (including utility connections)	$ 400	$ 485

B. Other Terms and Conditions

- The term of these Agreements is four years, commencing March 12, 2008, and ending March 11, 2012, with the second, third and fourth year renewals at the option of the Board.

- In the absence of record drawings, the A/EPC may be compensated, as shown on the schedule below, for A/E services performed to develop record drawings and/or verify existing field conditions (prior authorization by MDCPS' Project Manager is required):

ALL A/EPC FIRMS - RECORD DRAWIINGS AND EXISTING CONDITIONS VERIFICATION		
CONSTRUCTION BUDGET		Hourly Rates Not-to-Exceed LS Fee
From	To	
$ - 0 -	$ 250,000	$ 2,500
$ 250,001	$ 500,000	$ 5,000
$ 500,001	$ 750,000	$7,500
$ 750,001	$ 999,999	$10,000

- For study activities with professional fees of up to $50,000, the Board and the A/EPC must agree, in writing, prior to the commencement of the work, on the maximum number of hours and a not-to-exceed amount, or a lump sum fee for each project.

- The provisional multiplier for hourly compensation shall be limited to 2.45. This rate is subject to audit by the Board and may be adjusted as the result of audit findings. If so, any changes would be submitted to the Board for final approval.

- The multiplier for Direct Personnel Expense, for assignment of A/EPC technical staff (i.e. Architects, Engineers, Project Managers and Field Representatives) to specific projects and housed in offices other than the A/EPC's own offices, shall be limited to a 1.70 multiplier times the actual hourly rates.

- The Agreement provides for indemnification and hold harmless provisions to the Board and its employees by the A/EPC due to A/EPC's negligence. The A/EPC shall maintain at least a $1,000,000 Professional Liability insurance policy with a maximum deductible of $25,000 per claim. These limits and terms are as recommended by the District's Office of Risk & Benefits Management.

- The Agreement may be terminated by the Board, with or without cause, upon thirty (30) days written notice to the A/EPC; whereas, the A/EPC may terminate the Agreement, with cause only, upon thirty (30) days written notice to the Board.

- The Board is under no obligation to assign a minimum number of work orders or to compensate a minimum amount of professional fees to any A/EPC firm.

- All firms have agreed to the Terms and Conditions of the A/EPC Agreement and will commence services upon commissioning by the Board.

Prior Commissionings & Performance Evaluations

1. M.C. Harry & Associates, Inc. (MCH)

   The Board has commissioned MCH for the following projects and/or continuing contracts within the last three years:

   - State School W-1, Project #A01032, a re-use of the Elementary School Prototype
     A/E Services
     Date of Commissioning: 8-02-06

   - New Prototype Elementary Schools - State School U-1 Project #A0820, State School V-1, Project #A0823 and State School A-1, Project #A01125,,
     A/E Services
     Date of Commissioning: 4-13-05

   The most recent overall performance evaluation score issued by staff to MCH was for the quarter ending September 30, 2007. Based on a scale of 1 - 5, the firm received a score of 4.02 for A/E services.

2. Wolfberg Alvarez & Partners (WAP)

   The Board has commissioned WAP for the following projects and/or continuing contracts within the last three years:

   - Special Project Consultant – Mechanical Engineering for Various Projects less than $1M
     SPC Services
     Date of Commissioning: 4-18-07

   - Emergency Electrical and HVAC Up-grades at Information Technologies Building, Project No. 00400000
     A/E Services
     Date of Commissioning: 3-14-07

   The most recent overall performance evaluation score issued by staff to WAP was for the quarter ending September 30, 2007. Based on a scale of 1 - 5, the firm received a score of 4.80 for A/E services.

3. The Architectural Partnership, Inc. (TAP)

The Board has commissioned TAP for the following projects and/or continuing contracts within the last three years:

- Remodeling & Renovations, Part 2 of the K-8 Conversion at F. C. Martin K-8 Center, Project No.A0109301
  A/E Services
  Date of Commissioning: 11-20-07

- Additions, Remodeling & Renovations at Miami Lakes K-8 Center, Project No. 00140105
  A/E Services
  Date of Commissioning: 9-05-07

- Special Projects Consultant – Architectural (SPC), Four-year Term Contract for Miscellaneous Projects with Construction Budgets less than $1M
  SPC Services
  Date of Commissioning: 11-21-06 (and 11-20-07)

- K-8 Conversion Project at Frank C. Martin Elementary, Project No. A01093
  A/E Services
  Date Commissioned: 10-19-05

- Ceiling and Lighting Replacement and Paint at Miami Coral Park Senior, Project No. A01084
  A/E Services
  Date Commissioned: 3-16-05

- Architectural/Engineering Projects Consultant (A/EPC), Four-year Term Contract for Miscellaneous Projects with Construction Budgets less than $1,000,000
  A/EPC Services
  Date Commissioned: 4-14-04 (and 5-18-05, 3-15-06 and 3-14-07)

The most recent overall performance evaluation score issued by staff to TAP was for the quarter ending September 30, 2007. Based on a scale of 1 - 5, the firm received a score of 3.57 for A/E services.

4. Corzo Castella Carballo Thompson Salman, PA (C3TS)

The Board has commissioned C3TS for the following projects and/or continuing contracts within the last three years:

- Special Projects Consultant – Architectural (SPC), Four-year Term Contract for Miscellaneous Projects with Construction Budgets less than $1M
  SPC Services
  Date Commissioned: 11-21-06 (and 11-20-07)

- Deferred Maintenance Package #5, Renovations, Maintenance and Repairs at Miami Northwestern Senior, Project No. A01096
  A/E Services
  Date Commissioned: 9-13-06

- Deferred Maintenance Package #17, General Repairs & Rehabilitation at Laura C. Saunders Elementary, Project No. 00264400
  A/E Services
  Date Commissioned: 2-15-06

- Deferred Maintenance Package #7, General Repairs & Rehabilitation at Bunche Park Elementary, Project No. 00258100, Carol City Elementary, Project No. 00258300, and Nathan Young Elementary, Project No. A01119
  A/E Services
  Date Commissioned: 2-15-06

The most recent overall performance evaluation score issued by staff to C3TS was for the quarter ending September 30, 2007. Based on a scale of 1 - 5, the firm received a score of 4.23 for A/E services.

5. Brown & Brown Architects (BBA)

The Board has commissioned BBA for the following projects and/or continuing contracts within the last three years:

- Remodeling and Renovations at Robert Morgan Educational Center, Project No. A01083
  A/E Services
  Date Commissioned: 2-15-06

- Structural Repairs at Miami Senior High School, Project No. A01087
  A/E Services
  Date Commissioned: 7-13-05

- Architectural/Engineering Projects Consultant (A/EPC), Four-year Term Contract for Miscellaneous Projects with Construction Budgets less than $1,000,000
  A/EPC Services
  Date Commissioned: 4-14-04 (and 5-18-05, 3-15-06 and 3-14-07)

The most recent overall performance evaluation score issued by staff to BBA was for the quarter ending September 30, 2007. Based on a scale of 1 - 5, the firm received a score of 3.07 for A/E services.

Principals / Location

1. MCH - The Principal/Owner designated to be directly responsible to the Board for MCH is James Piersol. The firm is located at 2780 SW Douglas Road, Suite 302, Miami, Florida 33133.

2. WAP - The Principal/Owner designated to be directly responsible to the Board for WAP is Julio Alvarez. The firm is located at 1500 San Remo Avenue, Suite 300, Coral Gables, Florida 33146.

3. TAP - The Principal/Owner designated to be directly responsible to the Board for TAP is David Perez. The firm is located at 5710 Southwest 41 Street, South Miami, Florida 33155.

4. C3TS - The Principal/Owner designated to be directly responsible to the Board for C3TS is Javier Salman. The firm is located at 901 Ponce de Leon Blvd., Suite 900, Coral Gables, Florida 33134.

5. BBA - The Principal/Owner designated to be directly responsible to the Board for BBA is William F. Brown, Jr. The firm is located at 6100 Blue Lagoon Drive, Suite 300, Miami, Florida 33126.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, commission M.C. Harry & Associates, Inc., Wolfberg Alvarez & Partners, The Architectural Partnership, Inc., Corzo Castella Carballo Thompson Salman, P.A., and Brown & Brown Architects to provide Architectural/Engineering Projects Consultant (A/EPC) services for Miscellaneous Projects less than $1.0 Million each for a four-year term, as follows:

1) Negotiated fees based on the above schedules of fees; and

2) other Terms and Conditions as set forth in the body of the agenda item and the Agreement.

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