

Memorandum



Date: November 1, 2013

To: Veronica Clark, Assistant to the Director
Regulatory and Economic Resources Department

From: *Smillan*
Luisa M. Millan, R.A., I.D., Director
Design and Construction Services Division
Internal Services Department

Subject: Request to establish Community Business Enterprise (CBE) measures for a Non-Exclusive Professional Services Agreement for Survey and Implementation of Stephen P. Clark Center - ADA Barrier Removal, ISD Project No. A13-ISD-04 GOB, ISD Contract No. Z000121

RECOMMENDATION:

The Internal Services Department (ISD) is requesting that the subject project be reviewed by the Regulatory and Economic Resources Department for Community Business Enterprise (CBE) measures.

BACKGROUND:

The scope of services will include professional architectural and engineering (A/E) services to survey and identify existing barriers to people with disabilities in the Stephen P. Clark Center, as described in the Americans with Disabilities Act (ADA) of 1990. The selected consultant will be responsible for listing accessibility elements or components that may qualify as readily achievable, in order to make the site and building compliant with the accessibility standards established by the ADA. The project will be divided into two phases, which include the following in addition to any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project:

- Phase I: Assessment to identify ADA barriers in relation to existing features and conditions in the public areas throughout the building, including all of the 29 public floors of the building (22,000 sq.ft. ea.). Additionally, the immediate grounds surrounding the building and any special accommodations that may be required by individual County Agencies and/or individual employees with special or programmatic needs are included. Services under this phase include ADA assessment surveys, programming, and on-site verification and measurements of existing conditions.
- Phase II: Prioritization of readily achievable barrier removal and accessibility improvements. This includes design, construction documents, specifications, detailed cost estimates, permitting, bidding, and construction administration.

In addition, the selected consultant must incorporate the maximum number of Leadership in Energy and Environmental Design (LEED) approved "green building practices" as feasible from a practical and fiscal perspective; however, LEED certification will not be required.

One Consultant (team of firms) will be retained under a non-exclusive Professional Services Agreement for an effective term of four (4) years or until project completion, whichever occurs last. The following Technical Certification categories will be required:

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A&E Technical Certification Categories

TECHNICAL CATEGORY	PERCENTAGE	DOLLAR VALUE
14.00 Architecture (PRIME)	40%	\$180,000
18.00 Architectural Construction Management (PRIME)	15%	\$68,000
22.00 ADA Title II Consultant (PRIME)	11%	\$50,000
11.00 Structural Engineering	2%	\$9,000
12.00 General Mechanical Engineering	8%	\$36,000
13.00 General Electrical Engineering	8%	\$36,000
15.01 Land Surveying	5%	\$22,000
16.00 General Civil Engineering	5%	\$22,000
17.00 Engineering Construction Management	4%	\$18,000
20.00 Landscape Architecture	2%	\$9,000
TOTAL ESTIMATED DESIGN FEES	100%	\$450,000

EXPERIENCE AND QUALIFICATIONS:

Minimum Qualifications (Applicable only to Technical Categories 14.00 and 22.00):

The Prime Consultant must demonstrate experience in preparing ADA assessments to achieve compliance with Title II of the Americans for Disabilities Act on (1) public facility. In addition, the Prime Consultant must demonstrate experience in architectural barrier removal on (1) public facility.

RECOMMENDATION:

ISD has evaluated this project and is recommending that a 100% CBE measure be applied. If additional information is required, please contact Asael Marrero, manager, A&E Section, Design and Construction Services Division, ISD, at 305-375-1115.

c: Asael Marrero, AIA, ISD
Francisco Suarez, RA, ISD
Juan C. Silva, ISD
Faith Samuels, ISD
Fernando V. Ponassi, MA Arch., LEED®AP, ISD
Heidi Johnson-Wright, OADA
Laurie Johnson, RER
Vivian Walters, RER
Vivian Forhat-Diaz, RER