

Memorandum



Date: December 10, 2014

To: Gary Hartfield
Division Director
Small Business Development
Internal Services Department

A handwritten signature in black ink, appearing to read "Fernando V. Ponassi", written over a horizontal line.

From: Fernando V. Ponassi
Manager, Contracts Administration
Design and Construction Services Division
Internal Services Department

Subject: Notice of Professional Services Agreement for the Richmond Heights Shopping Center, ISD Project No. A14-ISD-02 GOB, ISD Contract N. Z00099

The Internal Services Department (ISD) requests that you review the attached recommendation for measures or goals pursuant to the Community Business Enterprise (CBE) Program. This project is funded through the General Obligation Bond (GOB) Program.

BACKGROUND

The Richmond Heights Shopping Center project site is located at 14518/14508 Lincoln Blvd., Miami FL 33136, across from Bethel Church.

The proposed two-story Shopping Center facility will be composed of retail on the first floor, and professional offices for community based businesses and government on the second floor. The future Richmond Heights Shopping Center will provide affordable leases to community organizations providing community services; and small start-up businesses that qualify as small business enterprises under the County's Small Business Enterprise Program.

PROJECT DESCRIPTION

The proposed scope for the Richmond Heights Multi-Use Facility includes the full site design for the combined three (3) existing lots, including plans for demolition of existing structures and complete site development, which will include but will be not limited to, maximizing parking, landscaping, open areas, drainage and lighting.

The consultant shall also provide complete construction documents for a new facility. The building is intended to have approximately 14,000 sq. ft. divided in two floors, dedicating the first floor to commercial use and the second floor to office use.

All mechanical, plumbing, electrical, building management and fire safety system components must be included but not limited to, fire alarm, sprinkler system, security system, fire protection, building management systems, smoke evacuation system and elevators. In addition, telecommunication and data requirements will be also included to meet the requirements of the County's Information Technology Department (ITD).

An allowance for repairing and improving an adjacent parking lot for cross parking agreement has been included as part of the Architect's scope of work. The existing parking lot shall be re-paved and re-stripped, and shall include upgrades to the site lighting.

The basic design of the project is based on the Charrette Area Plan Report. According to the report, the shopping center would house many public services. The selected Consultant is responsible for the review and compliance with the General Facilities (GF) for this project. If the project has no variances of the code, it can go straight to permitting as the property is zoned BU-1A and BU-2. If the project needs variances to the code, the selected Consultant shall attend all hearings, complete all applications, prepare plans, as well as provide any resources and/or additional information as required by Miami-Dade County to obtain said exception. The selected Consultant shall also be responsible for providing a detailed cost estimate in 2004 CSI Master Format, and for incorporating LEED approved green building principles. Pursuant to County Implementing Order No. 8-8 "Sustainable Building Program," all new construction projects shall be required to attain "Silver" or higher certification level under the LEED-NC Rating System. The participation of experienced LEED@AP professionals is required in order to achieve optimum results in the application of said practices.

A&E TECHNICAL CERTIFICATION CATEGORIES

Description	Percentage	Amount
8.00 Telecommunication Systems	1%	\$5,772.45
11.00 General Structural Engineering	15%	\$86,586.75
12.00 General Mechanical Engineering	11%	\$63,496.95
13.00 General Electrical Engineering	11%	\$63,496.95
14.00 Architecture (PRIME)	28%	\$161,628.60
16.00 General Civil Engineering	8%	\$46,179.60
17.00 Engineering Construction Management	12%	\$69,269.40
18.00 Architectural Construction Management (PRIME)	10%	\$57,724.50
20.00 Landscape Architecture	2%	\$11,544.90
22.00 ADA Title II Consultant	2%	\$11,544.90
Total Estimated Design Fees	100%	\$577,245.00

(*) Total amount includes a 10% contingency allowance (\$52,004) per Section 2-8.1 of the Code of Miami-Dade County

EXPERIENCE AND QUALIFICATIONS

It is required that prime and sub-consultants providing services in the technical categories below demonstrate the following experience:

- 1) Categories 14.00 and 18.00:
Prime consultant must demonstrate experience in designing at least one (1) shopping center / Multi-Use facility.
- 2) The respondent team must include an experienced LEED@AP professional in order to achieve optimum results in the application of said practices.

It is preferred that prime and sub-consultants providing services in the technical categories below demonstrate the following experience:

- 1) Category 17.00:
Team members (prime and/or sub-consultant) providing engineering construction management services to the design team is preferred to have participated in the construction management of at least one (1) project involving fire alarm systems, building management systems, and/or smoke evacuation systems.

2) Categories 12.00 and 13.00:

Team members (prime and/or sub-consultants) providing mechanical and electrical engineering services to the design team are preferred to have participated in the design of at least one (1) shopping center / Multi-Use facility.

ISD has evaluated this project and recommends establishing an **11% CBE goal** (Technical Categories 8.00 with 1% and 16.00 with 8%, and 20.00 with 2% respectively). If additional information is required, please contact Francisco Suarez at (305) 375-1112.

c: Tara C. Smith, Assistant Director
Asael Marrero, AIA, Manager, DCSD
Francisco Suarez, Sr. Architect, DCSD
Jose Montoya, Architect 3, DCSD
Curt Williams, Sr. A&E Consultant Coordinator
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