

Memorandum



Date: September 9, 2013

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

From: *Luisa M. Millan*
Luisa M. Millan, Director
Design and Construction Services Division, Internal Services Department

Subject: Community Business Enterprise: Request to Establish Measure
Recommendation for Non-Exclusive Professional Services for the Renovations to the
Culmer Neighborhood Service Center, ISD Project No. A13-ISD-01 GOB ESP

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 architectural and engineering (A/E) professional services to renovate the existing Culmer Neighborhood Service Center, managed by Miami-Dade County Community Action and Human Services Department (CAHSD). The project site is located at 1600 NW 3rd Avenue, Miami FL 33136, across from Williams Park.

The proposed scope for the Culmer Neighborhood Service Center includes renovations of the combined total 38,500 square feet existing structure(s). The work will also include site improvements and upgrades to meet the requirements of the County's Implementing order No. 8-8 "Sustainable Building Program" to achieve a minimum certification level of "Silver" under the Leadership in Energy and Environmental Design (LEED) Green Building Rating System. The building envelope, mechanical, plumbing, electrical, low voltage systems including but not limited to data, telecommunications, audio/video security system and public address system, as well as building management, and fire safety systems are to be evaluated and upgraded as required.

The A/E team shall also provide an assessment of the existing buildings in an effort to identify deficiencies and provide upgrades to facilitate compliance with current regulatory requirements. Enhanced handicap accessibility; enhanced security; landscaping and exterior building façade are incorporated in the scope of services in an effort to improve the facility for enjoyment of patrons utilizing the Culmer Neighborhood Service Center.

The Selected consultant shall also be responsible for providing a detailed cost estimate in 2004 CSI Master Format during all major project phases.

The selected consultant must incorporate LEED approved green building principles as required for compliance with Miami-Dade County. Implementing Order No. 8-8 "Sustainable Building Program". The participation of LEED AP professionals with experience is required in order to achieve optimum results in the application of said practices.

One Consultant (team of firms) will be retained under a non-exclusive Professional Services Agreement for an effective term of three years, or until project completion whichever occurs first.

A&E Technical Certification Categories

A&E Technical Certification Categories

Description	Percentage	Amount
11.00 General Structural Engineering	8%	\$34,048
12.00 General Mechanical Engineering	13%	\$55,328
13.00 General Electrical Engineering	13%	\$55,328
14.00 Architecture (PRIME)	35%	\$148,960
16.00 General Civil Engineering	10%	\$42,560
17.00 Engineering Construction Management	5%	\$21,280
18.00 Architectural Construction Management (PRIME)	10%	\$42,560
20.00 Landscape Architecture	4%	\$17,024
22.00 ADA Title II Consultant	2%	\$8,512
TOTAL ESTIMATED DESIGN FEES	100%	\$425,600

Experience and Qualifications:

ISD has evaluated this project and is recommending a 100% CBE set-aside.

If additional information is required, please contact Luisa Millan, Division Director, Design and Construction Services, at 305-375-1100.

c; Miriam Singer, ISD
 Asael "Ace" Marrero, ISD
 Francisco Suarez, ISD
 Faith Samuels, ISD
 Alberto Parjus, CAHSD
 Alfred Consuegra, CAHSD
 Laurie Johnson, RER
 Vivian Walters, RER
 Viviana Forhat-Diaz, RER