AGENDA REQUEST FORM
THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Meeting Date: 2/1/11

Open Agenda: Yes  X No

Time Certain Request: Yes  X No

Agenda Item Number: J-2

TITLE:
Approve Request for Proposals which includes Authorization to Advertise for Proposals
Design/Build Services
Phase A, Cooper City High School, Project No. P.000386, and
New Aquatic Facility, South Broward High School, Project No. P.001357, Hollywood

REQUESTED ACTION:
Approve the Request for Proposals (RFP) which includes Authorization to Advertise for Proposals, Selection Criteria, and
Shortlist Selection Criteria Scoresheet for Design/Build Services.

SUMMARY EXPLANATION AND BACKGROUND:
The RFP is intended to procure design/build services for the design and construction of the following projects:
1. Phase A Cooper City High School - $25,254,797 cost for design and construction.
2. New Aquatic Facility South Broward High School - $3,250,000 cost for design and construction.

Design/Builder(s) will be selected in accordance with Policy 7003 and the procedure prescribed in Exhibit 1. The Qualification
Selection Evaluation Committee shall shortlist, separately for each project, in Step 1 of the evaluation process. The Board will
award contracts to the Design/Builders. Projects will commence upon completion of the selection process and award of the
contracts.

The Step 1 RFP package including the advertisement for proposals and the Step 2 Design Criteria Package are available for
review at the Facilities and Construction Management Division.

SCHOOL BOARD GOALS:

• Goal One: Raise achievement of all students to ensure graduation from high school and readiness for post-secondary
  education.
• Goal Two: Improve the health and wellness of students and personnel.
• Goal Three: Provide a safe and secure physical and technological environment for all students and employees.
• Goal Four: Promote innovation which focuses on best practices and quality efforts that improve our best-in-class position.
• Goal Five: Recruit, develop, retain, and recognize high performing and diverse faculty and personnel.
• Goal Six: Build strong partnerships with family, business, community and government at the classroom, school, area,
  and district level.
• Goal Seven: Ensure district's leadership as an environmental steward through innovative ecology and energy conservation
  programs.

FINANCIAL IMPACT:
The funds for this item are included in the Adopted District Educational Facilities Plan, Fiscal Years 2010-2011 to 2014-2015.
There is no financial impact. This item is not affecting the overall budget; therefore it does not require a collaboration form from
the Capital Budget Department.

EXHIBITS: (list)

1. Selection Process
2. Shortlist Selection Criteria Scoresheet

BOARD ACTION:

APPROVED

(For Official School Board Records' Office Only)

SOURCE OF ADDITIONAL INFORMATION:

Alice Shapiro, Senior Architect
Design Services

(754) 321-1529

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Thomas E. Lindner, Acting Deputy Superintendent
Facilities and Construction Management Division

Approved in Open Board Meeting on:

FEB 1 - 2011

By:
Revised July 2008
JFN/TEL/AS/EH/edsb

School Board Chair
SELECTION PROCESS FOR DESIGN/BUILD SERVICES

1. Schedule of Events:
   - Step 1
     - Step 1 of RFP advertises
     - Step 1 qualifications submittals due
     - Staff reviews proposers’ submittals to determine compliance
     - QSEC meeting to evaluate qualifications, separately for each project, and shortlist proposers for each project
     - Shortlist notification sent to proposers
   - Step 2
     - Design Criteria Package issued to shortlisted firms
     - Step 2 Cost and Technical Proposals due from shortlisted firms
     - Staff reviews proposals received, from those firms who were shortlisted, to determine compliance
     - Staff identifies responsive responsible proposal offering the lowest price for the design/build services
     - Posting of Tabulation and Recommendations for award to responsive responsible proposer offering the lowest price for each project
     - QSEC and selection recommendations to Regular School Board meeting
   - Contract preparation
   - Contract to Board for approval

2. Selection will be according to the following process in accordance with Board Policy 7003 and State Requirements for Education Facilities (SREF). Contracts shall be awarded by each school/facility to one or more proposers. Award of contracts is subject to the limits of the finalist proposer's Contractor Pre-Qualification per-project and aggregate limits as approved by the Board.

3. Qualifications Proposals Review by Staff: Facilities and Construction Management Division staff will conduct a review of the proposer's qualifications to determine whether the proposer meets the terms of this RFP, requirements of the Florida Statutes, State Requirements for Educational Facilities regulations, Florida Building Code, and any other code, statute, or standard applicable at the time of response. Unqualified or non-compliant proposals will be recommended to the Qualification Selection Evaluation Committee for rejection.

4. Shortlist Selection: The QSEC Members will assign points to each proposer, separately for each school’s project, based upon the Selection Criteria in the RFP and the attached Selection Criteria Score Sheet in the shortlist evaluation process. Each QSEC member shall assign points for each proposer according to the selection criteria and rank them according to their scores separately for each of the two projects. For each of the two projects, the proposer receiving the most points by a QSEC Member will be considered the top-ranked choice of that QSEC Member. The proposer who receives the most first choice votes from the committee will be the top-ranked proposer for that school/facility. The proposer who receives the most total points, other than the proposer who was already selected as top-ranked, will be the second-ranked, and so on. The selection
process will establish a “shortlist” of not less than three proposers and not more than five proposers for each school/facility.

5. **Step 2 Cost and Technical Proposals:** Shortlisted proposers will be notified and provided with the Design Criteria Package and M/WBE requirements. Proposers will submit Cost and Technical Proposals.

6. **Cost and Technical Proposals Review by Staff:** Design Services Dept. Staff will review the Cost and Technical Proposals to determine whether the proposer meets the terms of the RFP and the Design Criteria Package, requirements of the Florida Statutes, State Requirements for Educational Facilities regulations, Florida Building Code, and any other code, statute, or standard applicable at the time of response. Unqualified or non-compliant proposals will be recommended to the Board for rejection.

7. **Final Selection:** Design Services Dept. Staff will identify the responsive responsible proposal offering the lowest price for design/build services for each of the projects and the recommendations for award of contracts will be to those firms.

8. Recommendation for approval of the selection of the Design/Builder will be made to the Superintendent. The Superintendent shall either recommend selection of the finalist for each school’s project or recommend rejection of all proposals to the Board. After the Board approves the recommendations, the Board will authorize the Superintendent, or designee, to prepare a contract agreement with the selected proposer for each school’s project. The Acting Deputy Superintendent, Facilities & Construction Management will provide the proposed standard agreement signed by the finalist to the Superintendent of Schools. The Superintendent will present the recommendation for award of contracts to the proposers and the proposed agreement to the Board for its consideration and approval. The Board shall have final approval of such recommendations.
### SECTION 00100B
SELECTION CRITERIA SCORESHEET FOR DESIGN/BUILD PROJECT TITLE
(For Shortlist Selection)

<table>
<thead>
<tr>
<th>Selection Criteria</th>
<th>Max Points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>B. Profile &amp; Qualifications of Proposer's Team:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Personnel / Licenses / Registrations</td>
<td>10</td>
</tr>
<tr>
<td>2. Structure</td>
<td>5</td>
</tr>
<tr>
<td><strong>C. Past Work:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Proposer's Team Experience:</td>
<td></td>
</tr>
<tr>
<td>a. Number of Public School Projects as a Team</td>
<td></td>
</tr>
<tr>
<td>0 projects = 0 points</td>
<td>2</td>
</tr>
<tr>
<td>1-5 projects = 1 point</td>
<td></td>
</tr>
<tr>
<td>6 or more projects = 2 points</td>
<td></td>
</tr>
<tr>
<td>b. Other Projects as a Team</td>
<td></td>
</tr>
<tr>
<td>0 projects = 0 points</td>
<td>2</td>
</tr>
<tr>
<td>1-5 projects = 1 point</td>
<td></td>
</tr>
<tr>
<td>6 or more projects = 2 points</td>
<td></td>
</tr>
<tr>
<td>2. Project Experience:</td>
<td></td>
</tr>
<tr>
<td>a. Contractors Experience (Projects of Similar Size/Cost)</td>
<td>15</td>
</tr>
<tr>
<td>b. Architect/Engineer's Experience (Projects of Similar Size)</td>
<td>10</td>
</tr>
<tr>
<td><strong>D. Volume of Work with SEBC (within last 2 yrs):</strong></td>
<td>5</td>
</tr>
<tr>
<td>1. 0 - 10,000,000 = 5 points</td>
<td></td>
</tr>
<tr>
<td>2. greater than 10,000,000 - 60,000,000 = 3 points</td>
<td></td>
</tr>
<tr>
<td>3. greater than 60,000,000 = 1 point</td>
<td></td>
</tr>
<tr>
<td><strong>E. Financial Information:</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>F. Approach to Projects:</strong></td>
<td>10</td>
</tr>
<tr>
<td>1. Strategy for Performing Projects of This Type</td>
<td></td>
</tr>
<tr>
<td>2. Ability to Develop Relationship of all Parties</td>
<td></td>
</tr>
<tr>
<td><strong>G. Project Scheduling:</strong></td>
<td>6</td>
</tr>
<tr>
<td><strong>H. Litigation:</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>I. References:</strong></td>
<td>5</td>
</tr>
<tr>
<td><strong>J. M/WBE Participation:</strong></td>
<td></td>
</tr>
</tbody>
</table>

1. Level-A = 5 points for South Broward High Aquatic Facility and 10 points for Cooper City High Phased Replacement
2. Level-B = 2 points for South Broward High Aquatic Facility and 4 points for Cooper City High Phased Replacement
3. Level-C = 2 points for South Broward High Aquatic Facility and 4 points for Cooper City High Phased Replacement

**K. Competition Pool Experience (this criteria is only for South Broward HS Aquatic Facility project):** 5

**TOTAL SCORE:** 90

**RANK:**

**SIGNATURE:**

**PRINT NAME:**

**DATE:**
Miramar High; Change Order 001; Total: $100,330  
Consultant Error $32,713  
Owner Request $30,382  
Unforeseen Condition $37,235

Oriole Elementary; Change Order 002; Total: $7,386  
Unforeseen Condition $7,386

Palmview Elementary; Change Order 001; Total: $8,994  
Owner Request $8,994

Village Elementary; Change Order 015; Total: $1,494,929 CREDIT  
Owner Request $1,494,929 CREDIT  
Unforeseen Condition $0 Time Extension

Financial Impact: The resulting financial impact shown below will increase the Capital Projects Reserve by $1,494,599. Miramar High - Project No.: P.000336 $330; Village Elementary - Project No.: P.000288 $1,494,929 CREDIT. There is no additional financial impact to the district for the remaining projects.

J-2. Approve Request for Proposals which includes Authorization to Advertise for Proposals - Design/Build Services - Phase A, Cooper City High School, Project No. P.000386, and New Aquatic Facility, South Broward High School, Project No. P.001357, Hollywood

Approve the Request for Proposals (RFP) which includes Authorization to Advertise for Proposals, Selection Criteria, and Shortlist Selection Criteria Scoresheet for Design/Build Services.

The RFP is intended to procure design/build services for the design and construction of the following projects:

1. Phase A Cooper City High School - $25,254,797 cost for design and construction.
2. New Aquatic Facility South Broward High School - $3,250,000 cost for design and construction.

Design/Builder(s) will be selected in accordance with Policy 7003 and the procedure prescribed in Exhibit 1. The Qualification Selection Evaluation Committee shall shortlist, separately for each project, in Step 1 of the evaluation process. The Board will award contracts to the Design/Builders. Projects will commence upon completion of the selection process and award of the contracts.

The Step 1 RFP package including the advertisement for proposals and the Step 2 Design Criteria Package are available for review at the Facilities and Construction Management Division.

The funds for this item are included in the Adopted District Educational Facilities Plan, Fiscal Years 2010-2011 to 2014-2015. There is no financial impact. This item is not affecting the overall budget; therefore it does not require a collaboration form from the Capital Budget Department.

J-3. Contingency Use Directive No. 3 - Hewett-Kier Construction, Inc. - New Multipurpose Building - Palmview Elementary School, Pompano Beach - Project No. P.000207 (f.k.a 1131-23-01)

Approve an increase in the Contingency account in the amount of $995,315, as provided for in
GG. Human Resources

HH. Attorney

II. Office of the Superintendent

JJ. Facilities and Construction Management

JJ-1. Amend Supplemental Services and Terminate Professional Services Agreement - Perez & Perez Architects Planners, Inc. - Phased Replacement - Cooper City High School - Project No. P. 000386 (f.k.a. 1931-99-02)


This project's budget was scaled back significantly requiring a reduction in the scope in the Adopted District Educational Facilities Plan, Fiscal Years 2009-2010 to 2013-2014. The scope of the project has been revised to reflect the available funds of $23,600,000 for construction. The State of Florida legislature has reduced the capital outlay millage from 2 to 1.5 mils. This tax cut, combined with the unprecedented decrease in property values in Broward County, has resulted in a 1.8 billion-dollar cut to available funds to the District's Capital Plan. Accordingly, as a direct result of this budget cut, the Professional Services Agreement is terminated for cause in accordance with Article 10.2.3 of the Professional Services Agreement. Staff has reviewed this recommendation with the General Counsel's Office.

Staff recommends an increase in Supplemental Services Fees in the amount of $183,185 for services requested from and provided by Perez & Perez Architects Planners, Inc., to revise its documents to reflect the above-mentioned reduction to the scope of this project in accordance with Article 2.9.14, of the Professional Services Agreement. At a future School Board Meeting, Staff shall recommend that the Board authorize the use of plans prepared by Perez & Perez Architects Planners, Inc., in a design criteria package for the procurement of design/build services to design and construct the revised project.

The original Agreement includes fees of $4,114,564 for phased replacement. Perez & Perez Architects Planners, Inc. has been paid $652,759 to date. Upon approval of this item, Perez & Perez Architects Planners, Inc. shall be entitled to a final payment of $270,962, resulting with a final contract amount of $923,721. The funds released by this Termination will remain in the project budget.

Funds for the completion of this project are in the Adopted District Educational Facilities Plan 2010-2011 to 2014-2015, page 89. Funds released by this Termination, totaling $3,190,843 will remain in the project. There is an additional financial impact of $108,185 for Supplemental Services.