



August 20, 2012

To: 1st Tier CBE Firms

Re: Geographic Information System Services

Project No.: E12-SEA-02

The above-referenced project is being considered for competition solely among Community Business Enterprise (CBE) firms. If you are interested in participating as a 1st CBE Prime Consultant to perform work in connection with this project, **please complete and return the attached Verification of Availability form and provide examples of work your firm has completed (required) on similar projects as outlined in the attached project description, by 4:00pm, Thursday August 23, 2012.**

Please review the attached project description and requirements. These specifications are being reviewed and are subject to change.

The Verification of Availability form and required examples of previous work may be sent via facsimile transmission (305) 375-3160 or email to walterv@miamidade.gov. If you have any questions, please contact me at (305) 375-3138.

Sincerely,

A handwritten signature in black ink, appearing to read "Vivian O. Walters, Jr." with a stylized flourish at the end.

Vivian O. Walters, Jr.,
Contract Development Specialist 2
Regulatory and Economic Resources Department
Small Business Development Division

Attachments

DESCRIPTION OF PROJECT

Project Title: Geographic Information System Services

Project Number: E12-SEA-02

Department: Port of Miami

Estimated Cost: \$1,000,000.00

Technical Categories:

TC No.	Description	Percentage	Amount
15.01	Surveying and Mapping – Land Surveying (Prime)	30%	\$300,000
15.03	Underground Utility Location (Prime)	50%	\$500,000
06.01	Water Distribution Sewage Collection & Transmission Sys	4%	\$40,000
10.01	Environmental Eng. – Stormwater Drainage Design Ser.	4%	\$40,000
12.00	General Mechanical Engineering	4%	\$40,000
13.00	General Electrical Engineering	4%	\$40,000
16.00	General Civil Engineering		
Total Estimated Consultant Fees		100%	\$1,000,000.00

Overall Project Description

Professional Services Agreement (PSA) for Geographic Information System (GIS) Services: The Consultant shall provide a complete Quality Level B (QLB) GIS, which includes but is not limited to: above-and-below-ground utility data surveying; verification; mapping; pre-processing; and uploading for a portion of the Port's area where only quality level D (As-Built) was completed. These professional services shall accomplish the following high-level goals:

- a. Have the verified QLB GIS data within the geographic project limits updated into Miami-Dade County's Spatial Database Engine (SDE) infrastructure, utilizing Miami-Dade County's ESRI's Enterprise License Agreement.
- b. Provide PortMiami with a fully-functional local Data Pre-Processing Site (including both hardware and fully-licensed software) capable to maintain QLB for all areas of PortMiami that have already been completed as well as for all future modifications after this project is finalized.
- c. Transfer all necessary data-preparation and upload knowledge to PortMiami GIS full time staff to maintain QLB for the Port in the future as utilities are added, demolished or modified (Surveying-knowledge and field-work knowledge transfer is excluded from this scope).

The primary scope of services includes, but is not limited to:

1. Accurately field-locate above and below ground utility assets according to nationally accepted methods and mapping standards;
2. Accurately field-locate Bollards and Bay Markers creating two separate layers dedicated to those two features;
3. Field locate and update PortMiami's ArcGIS utility data following the American Society of Civil Engineers' (ASCE) 38-02 QLB utility mapping guidelines, using PortMiami's ArcGIS Quality Level D Utility data; as-build information from PortMiami's most recent projects; and the partially created QLB data;
4. Provide professional surveying and mapping Subsurface Utility Engineering (SUE) services at PortMiami. The principle guidelines for this SUE service will be the ASCE Construction Institute/ASCE 38-02, *Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data*, 2003. All survey work will be performed in accordance to Chapter 5J-17.052, (Florida Minimum Technical Standards), pursuant to Section 472 F.A.C. (Florida Administrative Code);
5. Update the existing PortMiami utility GIS geo-databases residing with Miami-Dade County Information Technology Department (ITD).
6. Create a fully-functional Data Pre-Processing Site (including both hardware and software) capable to maintain QLB for all the areas of PortMiami that have already been completed as well as for all the future modifications after this project is finalized. This site shall be the one used for the completion of all work, which implies that all data-preparation will happen at the POM rather than remotely at the consultant's premises. PortMiami GIS staff must be kept fully-aware of all work done in the site throughout the duration of this project; be granted read-only access to that site for the duration of the execution of the first seven (7) phases/zones; and full-access during the execution of the last two (2) phases when staff will do all the work under the consultant's supervision; and
7. Deliver a document delineating a Best Practice-based Standard Operating Procedure for the continued process to maintain the QLB GIS data including, but not limited to, a GIS-based data flow between the Capital Development, Facilities Maintenance, and ITD at PortMiami.

The secondary scope of services includes, but is not limited to:

1. Complete assessments for the gravity sewer system, pump station, force main, water and storm water conditions, recording; documenting; and reporting current or potential problems that could affect flow and that the Port should address and/or resolve;
2. Create a mobile application to track electrical outlet and water usage at PortMiami to be wirelessly synchronized back to the host application; and refrigerated trailer electrical hookups to be wirelessly synchronized back to the host application;
3. Support and assist PortMiami's GIS staff in the implementation of a set of CAD and Building Information Modeling standards to facilitate populating the GIS in the future, with new as-built data to reduce Port data maintenance time and increase the quality of the GIS data created; the interface between Physical Security Information Management system and the required GIS Layers; and a building/land leasing application to manage the customer leasing process;
4. Support and assist PortMiami GIS staff to enhance the current PortMiami Berth Planning application with a dynamic GIS map (replacing the current static graphic);
5. Support and assist PortMiami GIS staff as well as the Port Miami Infor Enterprise Asset Management (EAM) System staff to integrate the GIS system with PortMiami's Infor EAM System to spatially show the location of assets (along with other available asset-related information);
6. Support and assist PortMiami GIS staff as well as PortMiami's Electronic Data Management System (EDMS) staff to integrate the GIS system with the Port's EDMS Documentum implementation; and any ancillary tasks primary to the scope of services.

***Minimum Requirements**

- Prime must be certified in both 15.01 and 15.03.

The **Prime** consultant selected must have all of the experience listed below:

- Three (3) or more years of relevant experience developing GIS projects of comparable scope.

Do you have prior experience satisfying the above stated? Yes No

- NASSCO PACP/LACP/MACP certification for gravity sewer assessment (National Association of Sewer Service Companies' Pipeline, Lateral and Manhole Assessment Certification Programs)

Do you have the above certification? Yes No

- ESRI business partner Gold Level or higher

Do you have the above stated? Yes No

- Demonstrated knowledge of utility networks, specifically water and sewer systems connectivity, and telecom, fiber, storm water, fuel and security network infrastructure architectures

Do you have prior experience satisfying the above stated? Yes No

- Demonstrated experience on creating building-information-modeling geo-databases; Geo-database XRAY and ArcDiagrammer; developing custom geometric network tracing using ArcGIS Server; utilizing Microsoft Visual Studio GIS tools and controls, Flex, and Silverlight Application Programming Interface within the ArcGIS Server framework to develop mid-to-high complexity level applications; ArcSDE version control; implementation of Infor EAM / GIS integration at the asset level; and use of ArcObjects within ArcGIS application development; and

Do you have prior experience satisfying the above stated? Yes ____ No ____

- Project Management Institute's Project Management certification (or equivalent) is desired along with experience working with National Association of GIS-centric solution.

Do you have the above certification and stated experience? Yes ____ No ____

CBE firms are required to provide the project names, dollar values, and contact names of the projects worked on (satisfying the above stated requirements).

***This information is REQUIRED along with the signed Verification Form**