

# Memorandum



**Date:** December 6, 2016  
**To:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners  
**From:** Carlos A. Gimenez  
Mayor  
**Subject:** Contract Award Recommendation for Miscellaneous Professional Services Agreements with 21 Consulting Firms to Provide Soils, Foundations and Geotechnical Testing Services - Project No: E15-PWWM-08; Contract No: 20160209 and Authorizing the Use of Various Funding Sources Including Charter County Transportation Surtax and Building Better Communities General Obligation Bond Funds

Agenda Item No. 8(N)(3)

## Recommendation

This Recommendation for Award for Miscellaneous Professional Services Agreements (PSA) for Soils, Foundations and Geotechnical Testing Services- Project No: E15-PWWM-08; Contract No: 20160209 between Miami-Dade County (County) and the 21 consulting firms listed in Exhibit A has been prepared by the Department of Transportation and Public Works (DTPW) and is recommended for approval by the Board of County Commissioners (Board).

This Contract Award Recommendation is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). This Contract Award Recommendation may only be considered by the Board if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the Board prior to the date scheduled for Board consideration or 45 days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and 45 days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item.

## Scope

**PROJECT NAME:** Miscellaneous Professional Services Agreements to provide Soils, Foundations and Geotechnical Testing Services

**PROJECT NO:** E15-PWWM-08

**CONTRACT NO:** 20160209

**PROJECT DESCRIPTION:** The County has the need to establish Professional Services Agreements to provide Soils, Foundations and Geotechnical Testing Services, on an as needed basis for various projects from the following Departments: DTPW, Aviation, Water and Sewer, Internal Services, Regulatory and Economic Resources, Public Housing and Community Development, Parks, Recreation and Open Spaces, and Seaport. The Departments will utilize the PSA during their three-3-year effective term. The work is assigned on a rotational basis for the technical certifications categories available within the PSA.

The number of firms was determined by the number of qualified firms who submitted a proposal for this project.

PROJECT LOCATION: Countywide  
PRIMARY COMMISSION DISTRICT: Various Districts  
APPROVAL PATH: Mayor's Authority  
ISD A&E PROJECT NUMBER: E15-PWWM-08  
USING DEPARTMENT: Multiple

**Fiscal Impact/Funding Source**

FUNDING SOURCE: The cost of services will be charged to the particular project or activity requiring these services. The department requesting the services for the specific project will provide the funding source at the time a Work Order is issued. Work Orders will not be issued under this contract unless the specific user department identifies appropriate budgeted funds.

Fiscal impact to the Charter County Transportation Surtax is estimated at approximately \$2 million over the period of this PSA. Charter County Transportation Surtax funds will only be used for consulting services related to projects in the Five Year Implementation Plan approved by the Board.

PTP FUNDING: Yes  
GOB FUNDING: Yes  
ARRA FUNDING: No

PROJECT TECHNICAL CERTIFICATION REQUIREMENTS: Firms need to be certified in one (1) or more of the Technical certifications outlined below.

**TYPE CODE DESCRIPTION**

- Prime 9.01 SOILS, FOUNDATIONS AND MATERIALS TESTING - DRILLING, SUBSURFACE INVESTIGATIONS AND SEISMOGRAPHIC SERVICES
- Prime 9.02 SOILS, FOUNDATIONS AND MATERIALS TESTING - GEOTECHNICAL AND MATERIALS ENGINEERING SERVICES
- Prime 9.03 SOILS, FOUNDATIONS AND MATERIALS TESTING - CONCRETE AND ASPHALT TESTING SERVICES

- Prime 9.04 SOILS, FOUNDATIONS AND MATERIALS TESTING - NON-DESTRUCTIVE TESTING AND INSPECTIONS
- Prime 9.05 SOILS, FOUNDATIONS AND MATERIALS TESTING - ROOF TESTING AND CONSULTING

**SUSTAINABLE BUILDINGS ORDINANCE**

(I.O NO. 8-8): The project does not qualify for compliance with the Sustainable Buildings Ordinance.

ESTIMATED ORIGINAL CONTRACT PERIOD: 1,095 days

TOTAL ESTIMATED CONTRACT PERIOD: 1,095 Days. On an as needed basis during the three-year effective term of the agreement.

ESTIMATED CONTINGENCY PERIOD: 0 Days

IG FEE INCLUDED IN BASE CONTRACT: Yes

ART IN PUBLIC PLACES: No

BASE ESTIMATE: \$0.00. The Contract has no minimum or maximum value. Contract amount will be based on service orders and funds will be derived from project specific funding sources.

**CONTINGENCY ALLOWANCE (SECTION 2-8.1 MIAMI DADE COUNTY CODE):**

Type	Percent	Amount	Comment
N/A	0%	\$0.00	N/A

TOTAL DEDICATED ALLOWANCE: \$0.00

**Track Record/Monitor**

EXPLANATION: The Request to Advertise was approved and filed with the Clerk of the Board on November 19, 2015, and on February 2, 2016 the solicitation to provide Soils, Foundations and Geotechnical Testing Services was advertised. The pre-submittal meeting and the project briefing took place on February 8, 2016.

Negotiations with the firms commenced and concluded on June 3, 2016 and resulted in a four (4) percent increase over the previous contract fees (E12-PWWW-02).

Following completion of the award process the project will be assigned to Elena Romero, Project Manager within the DTPW, for day to day responsibilities.

MINIMUM  
QUALIFICATIONS  
EXCEED LEGAL  
REQUIREMENTS: No.

REVIEW  
COMMITTEE: MEETING DATE: October 9, 2015  
SIGNOFF DATE: October 9, 2015

APPLICABLE  
WAGES:  
(RESOLUTION  
No. R-54-10): No.

REVIEW  
COMMITTEE  
ASSIGNED  
CONTRACT  
MEASURES: None.

MANDATORY  
CLEARING HOUSE: No.

CONTRACT  
MANAGER NAME  
/ PHONE / EMAIL: Luis F. Lacau Jr. / (305) 375-2714 / lzl@miamidade.gov

PROJECT  
MANAGER NAME  
/ PHONE / EMAIL: Elena Romero / (305) 375-1123 / romi@miamidade.gov

**Background**

County departments will utilize the services of these agreements when required for County projects. These services will be primarily utilized for Soils, Foundations and Geotechnical Testing Services necessary for the design and construction of funded projects. The agreements are for a three-year period. Upon expiration, a new contract will be advertised to establish a new pool.

The work is assigned on a rotational basis, with the initial order determined by the amount of money awarded county-wide to each firm during the previous three (3) years. Once each firm has been issued a work order, the list is re-established based on the amount of money awarded to each firm, updated to include the work orders issued under this contract. The list of firms recommended for award is included in Exhibit A.

DEPARTMENT FINANCE: Pamela Ull 7/27/16  
DEPT. FINANCE OFFICER: DATE:

INDEX CODES: Various

BUDGET APPROVAL FUNDS AVAILABLE: [Signature] 8/17/16  
OMB DIRECTOR DATE

APPROVED AS TO LEGAL SUFFICIENCY: Bruce Zhabner 8/24/16  
COUNTY ATTORNEY DATE

[Signature] 9/2/16  
DEPUTY MAYOR DATE  
Alina T. Hudak

CLERK DATE: \_\_\_\_\_  
DATE

EXHIBIT "A"

Consulting Firms Recommended for Award for Miscellaneous Professional Service Agreements to Provide Soils, Foundations and Geotechnical Testing Services - Project No: E15-PWWM-08; Contract No: 20160209

Consultant Name: **GEOSOL INC**  
Company Principal: Oracio Riccobono P.E.  
Company Qualifier: Oracio Riccobono P.E.  
Street Address: 5168 LAKEWOOD DR FORT LAUDERDALE, FL 33330  
Year in Bussiness: 30 YRS

Previous Agreements: None

Consultant Name: **HP Consultants, Inc.**  
Company Principal: Arvind Sp Kumbhojkar  
Company Qualifier: Arvind Sp Kumbhojkar, P.E.  
Street Address: 10220 SW 107 ST  
Year in Bussiness: 14 YRS  
Previous Agreements and: **\$24,536.68**

Consultant Name: **Professional Service Industries Inc.**  
Company Principal: Douglas Dayton  
Company Qualifier: John M. Pulsifer P.E.  
Street Address: 1901 S. Meyers RD # 400 Oakbrook Terrace IL 60181  
Year in Bussiness: 33 YRS  
Previous Agreements and: **\$1,788,597.46**

Consultant Name: **ATC GROUP SERVICES LLC**  
Company Principal: Robert C Toups  
Company Qualifier: Alexis Paniagua P.E.  
Street Address: 221 RUE DE JEAN, STE 200 LAFAYETTE, LA 70508  
Year in Bussiness: 23 YRS  
Previous Agreements and: **\$477,528.07**

Consultant Name: **ARDAMAN & ASSOCIATES INC**  
Company Principal: Nadim F. Fuleihan  
Company Qualifier: Evelio N. Horta P.E.  
Street Address: 8008 SOUTH ORANGE AVE ORLANDO, FL 32809  
Year in Bussiness: 26 YRS  
Previous Agreements and: **\$218,293.01**

**Consultant Name:** GANNETT FLEMING, INC  
**Company Principal:** Robert M. Scaer  
**Company Qualifier:** David Rancman P.E.  
**Street Address** 10161 CENTURION PARKWAY NORTH STE 300 JACKSONVILLE, FL 32258  
**Year in Bussiness** 15 YRS  
**Previous Agreements and** \$401,273.00

**Consultant Name:** AMEC FOSTER WHEELER ENVIRONMENT & INFRASTRUCTURE, INC  
**Company Principal:** Herbert A. Semple  
**Company Qualifier:** Brian S Hathaway P.E.  
**Street Address** 1200 SOUTH PINE ISLAND ROAD PLANTATION, FL 33324  
**Year in Bussiness** 16 YRS  
**Previous Agreements and** \$1,952,711.92

**Consultant Name:** TERRACON CONSULTANTS, INC  
**Company Principal:** David R. Gaboury  
**Company Qualifier:** Hugo E Soto P.E.  
**Street Address** 1201 HAYS STREET TALLAHASSEE FL 32301-2525  
**Year in Bussiness** 13 YRS  
**Previous Agreements and** \$1,020,425.14

**Consultant Name:** U.S. SOUTH ENGINEERING AND TESTING LAB, INC  
**Company Principal:** Mahmood Rahmanparasat  
**Company Qualifier:** Ghasen Khavanin P.E.  
**Street Address** 14345 COMMERCE WAY MIAMI LAKES FL 33016  
**Year in Bussiness** 28 YRS  
**Previous Agreements and** \$332,896.69

**Consultant Name:** BLASCOM ENGINEERING, INC  
**Company Principal:** Julio De Blas  
**Company Qualifier:** Julio De Blas P.E.  
**Street Address** 230 GREENWOOD DRIVE  
**Year in Bussiness** 3YRS  
**Previous Agreements and** None

**Consultant Name:** NOVA ENGINEERING AND ENVIRONMENTAL, LLC  
**Company Principal:** Jason Hill  
**Company Qualifier:** Javier E. Jimenez P.E.  
**Street Address** 4350 OAKES ROAD STE 518 FT LAUDERDALE FL 33314  
**Year in Bussiness** 9 YRS  
**Previous Agreements and** \$462,969.24

**Consultant Name:** TASK LABORATORIES, INC  
**Company Principal:** Muhammad Irshad  
**Company Qualifier:** Muhammad Irshad  
**Street Address** 14714 SW 113 LANE MAIMI FL 33196  
**Year in Bussiness** 18 YRS  
**Previous Agreements and** \$174,058.44

**Consultant Name:** NV5, INC. DBA KACO  
**Company Principal:** Dickerson Wright  
**Company Qualifier:** ERIC J STERN P.E.  
**Street Address** 200 SOUTH PARK ROAD, STE 350 HOLLYWOOD FL 33021-8798  
**Year in Bussiness** 4 YRS  
**Previous Agreements and** \$184,893.76

**Consultant Name:** WINGERTER LABORATORIES, INC  
**Company Principal:** Jill W. Chin-You  
**Company Qualifier:** Robert H. Schuler, P.E.  
**Street Address** 1820 N.E. 144 STREET NORTH MIAMI FL 33181  
**Year in Bussiness** 67 YRS  
**Previous Agreements and** \$371,746.44

**Consultant Name:** GCES ENGINEERING SERVICES, LLC  
**Company Principal:** Alejandro R. Montenegro  
**Company Qualifier:** Alejandro R. Montenegro, P.E.  
**Street Address** 1820 N. CORPORATE LAKES BLVD STE 206-8 WESTON FL 33326  
**Year in Bussiness** 4 YRS  
**Previous Agreements and** \$336,119.77

**Consultant Name:** NUTTING ENINEERS OF FLORIDA INC  
**Company Principal:** Richard G. Iossi  
**Company Qualifier:** Paul Catledge P.E.  
**Street Address** 2051 NW 112 Avenue, Suite 126 Miami Florida 33172  
**Year in Bussiness** 24 YRS  
**Previous Agreements and** \$346,971.74

**Consultant Name:** GFA INTERNATIONAL  
**Company Principal:** Frederick Kaub  
**Company Qualifier:** Carlos Mercado P.E.  
**Street Address** 1215 WALLACE DR. DELRAY BEACH FL 33444  
**Year in Bussiness** 18 YRS  
**Previous Agreements and** \$317,294.04

**Consultant Name:** TIERRA SOUTH FLORIDA INC  
**Company Principal:** Rajan Krishnasumy P.E.  
**Company Qualifier:** Rajan Krishnasumy P.E.  
**Street Address** 2765 VISTA PARKWAY STE 9 WEST PALM BEACH FL 33411  
**Year in Bussiness** 12 YRS  
**Previous Agreements and** \$542,403.37

**Consultant Name:** UNIVERSAL ENGINEERING SCIENCES, INC  
**Company Principal:** Irael Mark  
**Company Qualifier:** Reinaldo Villa P.E.  
**Street Address** 3532 MAGGIE BLVD ORLANDO FL 32811  
**Year in Bussiness** 28 YRS  
**Previous Agreements and** \$382,614.82

**Consultant Name:** NELCO TESTING  
**Company Principal:** Ulysses Batista  
**Company Qualifier:** VMB Venkatesan P.E.  
**Street Address** 13370 SW 131 STREET STE 105 MIAMI FL 33186  
**Year in Bussiness** 20 YRS  
**Previous Agreements and** \$140,115.61

**Consultant Name:** HR Engineering Services, Inc.  
**Company Principal:** Hernando R. Ramos  
**Company Qualifier:** Hernando R. Ramos, P.E.  
**Street Address** 7815 NW 72nd Avenue, Medley, Florida 33166  
**Year in Bussiness** 18  
**Previous Agreements and** \$150,114.00

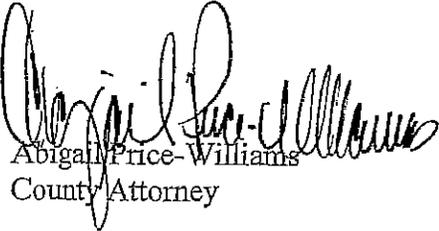


# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

**DATE:** December 6, 2016

**FROM:**   
Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 8(N)(3)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(N)(3)  
12-6-16

RESOLUTION NO. \_\_\_\_\_

RESOLUTION APPROVING A CONTRACT AWARD FOR PROFESSIONAL SERVICES AGREEMENTS WITH 21 CONSULTING FIRMS TO PROVIDE SOILS, FOUNDATION AND GEOTECHNICAL TESTING SERVICES (PROJECT NO. E15-PWWM-08; CONTRACT NO. 20160209) AND AUTHORIZING THE USE OF VARIOUS FUNDING SOURCES INCLUDING CHARTER COUNTY TRANSPORTATION SURTAX AND BUILDING BETTER COMMUNITIES GENERAL OBLIGATION BOND FUNDS

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board approves the Contract Award to the following firms: Geosol, Inc., HP Consultants, Inc., Professional Service Industries Inc., ATC Group Services LLC, Ardaman & Associates, Inc., Gannet Fleming, Inc., AMEC Foster Wheeler Environment & Infrastructure, Inc., Terracon Consultants, Inc., U.S. South Engineering and Testing Lab, Inc., Blascom Engineering, Inc., Nova Engineering and Environmental LLC, Task Laboratories, Inc., NV5, Inc. DBA KACO, Wingerter Laboratories, Inc., GCES Engineering Services, LLC, Nutting Engineers of Florida, GFA International, Tierra South Florida Inc., Universal Engineering Sciences, Inc., Nelco Testing, H R Engineering Services, Inc.; for Soils, Foundations and Geotechnical Testing Services, located within various Commission Districts (Project No. E15-PWWM-08; Contract No. 20160209) in substantially the form attached hereto and made a part hereof; and authorizes the use of various funding sources including Charter County Transportation Surtax and Building Better Community's General Obligation Bond Funds for such purposes.

The foregoing resolution was offered by Commissioner  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman	
Esteban L. Bovo, Jr., Vice Chairman	
Bruno A. Barreiro	Daniella Levine Cava
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Joe A. Martinez	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto
Xavier L. Suarez	

The Chairperson thereupon declared the resolution duly passed and adopted this 6<sup>th</sup> day of December, 2016. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Bruce Libhaber

**MISCELLANEOUS PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE  
SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES  
ISD PROJECT NO. E15-PWWM-08**

THIS NON-EXCLUSIVE AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between Miami-Dade County, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY", and \_\_\_\_\_, a Florida Corporation, hereinafter referred to as the "LABORATORY"

WITNESSETH:

For and in consideration of the mutual agreements hereinafter contained, the COUNTY hereby retains the LABORATORY and the LABORATORY hereby covenants to provide the professional services prescribed herein in connection with the following applicable categories:

- Testing-Drilling, Subsurface Investigations and Seismographic Services (9.01).
- Geotechnical and Materials Engineering Services (9.02).
- Concrete and Asphalt Testing (9.03).
- Non Destructive Testing and Inspections (9.04).
- Roof Testing and Consulting (9.05).

SECTION I - COUNTY OBLIGATIONS

The COUNTY agrees that the Transit and Public Works Department or its authorized designee shall furnish to the LABORATORY any plans and other data available in the COUNTY files pertaining to the work to be performed under this Agreement. Information shown on such plans or data shall be that which has been made

available to the COUNTY, and shall be provided to the LABORATORY without guarantee regarding its reliability and accuracy; the LABORATORY shall be responsible for independently verifying such information if it shall be used by the LABORATORY to accomplish the work undertaken pursuant to this Agreement.

The Director of the Transit and Public Works Department, hereinafter referred to as the "Director", reserves the right to guarantee the accuracy of information provided by the COUNTY to the LABORATORY.

When such guarantee is provided in writing, the LABORATORY shall not be compensated for independent verification of said information.

There are no specific projects to be designated under this Agreement. The LABORATORY shall be issued work orders by the Director as the need for services arises, covering in detail the scope, time for completion and compensation for the work to be accomplished. In case of emergency, the COUNTY reserves the right to issue oral authorization to the LABORATORY with the understanding that written confirmation shall follow immediately thereafter. The LABORATORY shall submit a proposal upon the Director's request prior to the issuance of a Notice to Proceed. No payment shall be made for the LABORATORY's time or services in connection with the preparation of any such proposal. The Director or his authorized representative shall confer with the LABORATORY before any Notice to Proceed is issued to discuss and agree upon the scope, time for completion, and fee for services to be rendered pursuant to this Agreement

**SECTION II - PROFESSIONAL SERVICES**

Upon receipt of authorization to proceed from the COUNTY agency representative, the LABORATORY agrees to perform professional services associated with the requested work in accordance with the applicable Work Order. In connection with Professional Services to be rendered pursuant to this Agreement, the LABORATORY further agrees:

- A. To test and inspect all materials in accordance with the requirements of this Agreement; that all tests and inspections performed shall comply in all aspects to the specifications for the construction contract for which the testing services are to be performed; and that payment for services shall not exceed the fees as shown in the attached Fee Schedule, with the following exceptions.
- B. That whenever conditions arise, which require full-time services from one or more staff members of the LABORATORY, fees may be reduced by negotiation.
- C. That should LABORATORY services be required which are not included in the attached Fee Schedule, the fees for such services shall be negotiated.
- D. That the LABORATORY shall provide a maximum of five (5) copies of testing and inspection reports in accordance with the designated distribution. Additional reports, when authorized by the COUNTY or its representative, shall be supplied at the rates as shown on the Fee Schedule.
- E. That the Laboratory shall provide to the County on a yearly basis copies of the Occupational License and Certificate of Occupancy.

**SECTION III - TERM OF AGREEMENT**

This Agreement shall remain in full force and effect for a period of three (3) years after its date of execution (although actual completion of the services hereunder may extend beyond such term) or until depletion of the funds allocated to pay for the cost of the services described herein, whichever occurs first, unless terminated by the County or as otherwise provided in Section XI, Section XVI, Section XXII, Section XXIII and Section XXIV herein. However, performance of specifically and properly authorized services which extend beyond the Agreement's three-year

effective term shall be compensated in accordance to Section III hereof.

#### **SECTION IV – SCHEDULE OF WORK AND TIME FOR COMPLETION**

The services to be rendered by the LABORATORY for each section of the work shall commence upon receipt of a written Work Order from the Department of Transportation and Public Works (Director) subsequent to the execution of the Agreement, and shall be completed within the time stated in the Work Order.

A reasonable extension of time shall be granted in the event there is a delay on the part of the COUNTY in fulfilling its part of the Agreement or should a Force Majeure, as defined in Section XVI hereof, render performance of the Laboratory's duties impossible. Such extensions of time shall not be cause for any claim by the Laboratory for extra compensation.

#### **SECTION V – COMPENSATION**

The COUNTY agrees to pay and the Laboratory agrees to accept, for services rendered pursuant to this Agreement, which are specifically authorized in writing by the County, including work as stipulated by Section II - Professional Services and all preliminary and/or incidental work thereto, fees computed in accordance with one or a combination of the methods outlined below:

A. Fees based on Fixed Hourly Rates: See Appendix "A"

B. Fees as a Multiple of Direct Salary Cost and Fixed Hourly rate.

The fees for services rendered by individuals whose personnel categories are not listed above, shall be computed based on the direct salary cost (as reported to the Internal Revenue Service) for the time said personnel are engaged directly in the work times a multiplier of 2.85 for office personnel, and 2.1 for field personnel, and the direct hourly salary times the multiplier are not to exceed \$ 140.00 per hour.

C. Fees Based on Lump Sums

The fee for any requested portion of work may, at the option of the COUNTY, be a lump sum mutually agreed upon by the COUNTY and the LABORATORY and stated in the written Notice to Proceed or Work Order. Lump sum fees may or may not include reimbursable expenses.

D. Overtime Work

Adjustments of compensation and time for completion of services there under, due to any major changes in the work, which might become necessary or be deemed desirable as the work progresses, shall be left to the absolute discretion of the Director, or designee. Should overtime work be necessary and when it is authorized in advance by the Director, such work that is performed by the Consultant's, project manager excluded, shall be compensated in accordance with the Laboratory's overtime rate policy, not to exceed time-and-a-half of the rates set forth in "Appendix A". The Principal of the firm shall not be compensated for overtime work.

E. Reimbursable Expenses

The Laboratory shall be compensated for certain work related expenditures not covered by fees for Laboratory Services, provided such expenditures are previously authorized by the Director or his/her designated designee. Reimbursable expenses may include: Expenses for document reproduction, rental of specialized equipment, and purchase of special instruments necessary for the efficient performance of the work, provided that such instruments remain the property of the County upon work completion all of the above shall be reimbursed on a direct cost basis. Prior written approval from the COUNTY shall be obtained for the aforementioned reimbursable expenditures.

TOTAL COMPENSATION

**SECTION VI - PAYMENT**

The LABORATORY will accept as full payment for all expenses, work and materials necessary and incidental to the performance of the testing and inspection services, the sum determined by applying to the quantities of the items tested and inspected, the unit prices named in the Fees Schedule furnished at the time of contract execution.

**SECTION VII - MONTHLY PAYMENT**

Payment will be made monthly, by the County Departments issuing a work order, on invoices rendered for testing services performed and accepted. Each invoice shall have attached to it a copy of the report involved.

**SECTION VIII - PROMPT PAYMENT**

It is the policy of Miami-Dade County that payment for all purchases by County agencies and the Public Health Trust shall be made in a timely manner and that interest payments be made on late payments. In accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code, the time at which payment shall be due from the County or the Public Health Trust shall be forty-five (45) days from receipt of a proper invoice. The time at which payment shall be due to small businesses shall be thirty (30) days from receipt of a proper invoice. All payments due from the County or the Public Health Trust, and not made within the time specified by this section, shall bear interest from thirty (30) days after the due date at the rate of one percent (1%) per month on the unpaid balance. Further, proceedings to resolve disputes for payment of obligations shall be concluded by final written decision of the Mayor, or his or her designee(s), not later than sixty (60) days after the date on which the proper invoice was received by the County or the Public Health Trust.

It is the policy of the COUNTY that payment for all purchases by COUNTY agencies and the Public Health Trust shall be made in a timely manner and that interest payments are made on late payments, in Accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code.

**SECTION IX – UTILIZATION REPORT (UR)**

Pursuant to Administrative Order (A.O.) 3-32 Community Business Enterprise (CBE) A&E Program and/or A.O. 3-39 for the Resolution Repealing County Administrative Orders 3-33, 3-14 AND 3-28 And Establishing Administrative Order 3-39 Standard Process For Construction Of Capital Improvements, Acquisition Of Professional Services, Construction Contracting, Change Orders and Reporting, the Consultant is required to file utilization reports with the Miami-Dade County contracting department monthly, unless designated otherwise. URs are required to accompany every invoice. The UR should indicate the amount of contract monies received and

paid as a Consultant, including payments to Sub-consultant(s) (if applicable). The UR format is attached hereto as Attachment "A".

### **SECTION X - INVOICES**

All LABORATORY invoices which include requests for payment for Services billed on an hourly basis will include a certification to the effect that payroll hours billed are accurate and that charges have been billed as shown under the terms of this Agreement. No contingency fees or lump sum are permitted. All invoices/proposals must be itemized according to the fee schedule.

### **SECTION XI - CERTIFICATION OF WAGE RATES**

In accordance with Florida Statute 287.055, 5(a), the A/E firm hereby certifies and warrants that wage rates and other factual unit costs, as submitted in support of the compensation provided are accurate, complete and current as of the date of this Agreement. It is further agreed that said compensation shall be adjusted to exclude any significant costs where the COUNTY shall determine that the contract price of services was increased due to inaccurate, incomplete or unclear wage rates or other factual unit costs. All such contract compensation adjustments shall be made within one (1) year from the date of final billing or acceptance of the work by the COUNTY, or one (1) following the end of the contract, whichever is later.

### **SECTION XII - ADDITIONAL CHARGES**

For authorized inspection not specifically covered in the Fee Schedule, nor negotiated under Paragraph 1.C, or for utility verification when authorized in conjunction with test borings and percolation tests, or when authorized tests are cancelled without adequate notification to the LABORATORY to cancel the tests, the LABORATORY shall be reimbursed at the rates as shown on the Fee Schedule. Services performed on an overtime basis must have prior written authorization by a duly authorized representative of the COUNTY.

Testing fees are generally based on the sample material being delivered to the LABORATORY by the COUNTY or picked up by the LABORATORY at no charge when the sampling is in conjunction and concurrently with other field tests being performed. This includes material being picked up for proctor, even if the density tests are not being performed on the same day.

In the event that a trip to the site has been authorized by the COUNTY or its representative, to solely sample the material due to the time factor being critical, sampling shall be charged at four (4) hours minimum the regular rate for the specific sub-category being used.

**SECTION XIII - TERMINATION OF AGREEMENT**

It is expressly understood and agreed that the Mayor or the Mayor's Designee may terminate this Agreement, in total or in part, without cause or penalty, by thirty (30) days prior written notification or by declining to issue Work Orders; in which event the COUNTY'S sole obligation to the LABORATORY shall be payment, in accordance with Section V- Monthly Payments, for those units or sections of work previously authorized. Such payment shall be determined on the basis of the hours or percentage of work performed by the LABORATORY up to the time of termination.

In the event partial payment has been made for professional services not performed, the LABORATORY shall return such sums to the COUNTY within ten (10) days after receipt of written notice that said sums are due. Upon such termination, the COUNTY may, without penalty or other obligation to the LABORATORY, elect to employ other persons to perform the same or similar services.

**SECTION XIV - SUPERVISION**

The LABORATORY will act under the supervision of the COUNTY'S authorized representative.

**SECTION XV - DISABILITY NONDISCRIMINATION**

The LABORATORY'S attention is directed to COUNTY Resolution No. R-385-95 pursuant to this resolution, the LABORATORY is required to submit the Disability Nondiscrimination Affidavit attesting that the LABORATORY complies with the requirements of the Americans with Disabilities Act (ADA) of 1990 and other laws prohibiting discrimination on the basis of disability.

The Mayor, or the Mayor's Designee may declare the LABORATORY in default of this agreement should a post contract violation of any of the acts occur.

**SECTION XVI - AFFIRMATIVE ACTION**

The LABORATORY'S Affirmative Action Plan submitted pursuant to Ordinance 82-37, as approved by the COUNTY's Office of Capital Improvements and any approved update thereof, are hereby incorporated as contractual obligations of the LABORATORY to the COUNTY hereunder. The LABORATORY shall undertake and perform the affirmative actions specified herein.

The Mayor or the Mayor's designee may declare the LABORATORY in default of this agreement for failure of the LABORATORY to comply with the requirements of this paragraph.

### **SECTION XVII - SUBCONTRACTING**

The LABORATORY shall not subcontract any work under this Agreement without the written consent of the COUNTY. When applicable and upon receipt of such consent in writing, the LABORATORY shall cause the names of the firms responsible for the major portions of each separate specialty of the work to be inserted in the pertinent documents or data. No assignment or transfer of work will be allowed.

The priority for rotation and work assignment distribution, for the selected sole respondent, shall be based on the firm's ability and commitment to perform one hundred percent (100%) of the work specified on the Service Order.

Should the initially selected sole respondent be unable to perform 100% of the desired services in the Service Order, then the next firm in the rotation that can perform 100% of such services will be issued said Service Order. After each of the firms that can self-perform 100% of the work are issued a Service Order under the rotational pool system, then remaining firms in the pool will be issued Service Orders based on their ability to perform a minimum of sixty percent (60%) of the work, and at the County's sole discretion will select the next available firm in the existing pool to do the remaining 40% of the work/services.

The Department of Transportation and Public Works (DTPW) will be responsible for managing the rotation and attempting to equitably distribute the work assignments among all participants, as well as for selecting and assigning Service Orders to the selected sole respondent that can perform the highest percentage of the work, with 100% capability being the highest.

### **SECTION XVIII - FORCE MAJEURE**

Force Majeure shall mean an act of God, epidemic, lightening, earthquake, fire, explosion, hurricane, flood or similar occurrence, strike, an act of a public enemy or blockade, insurrection, riot, general arrest or restraint of government and people, civil disturbance or similar occurrence, which has had or may reasonably be expected to have a material adverse effect on the rights and obligations under this Agreement and which, by the exercise of due diligence, such parties shall not have been able to avoid. Such acts or events DO NOT INCLUDE inclement weather (except as noted above) or the acts or omissions of sub consultants/subcontractors, third-party consultants/contractor, material men, suppliers, or their subcontractors, unless such acts or omissions are otherwise encompassed by the definition set forth above.

No party hereto shall be liable for its failure to carry out its obligations under the Agreement during a period when such party is rendered unable, in whole or in part, by Force Majeure to carry out such obligations, but the obligation of the party or parties relying on such Force Majeure shall be suspended only during the continuance of any inability so caused and for no longer period of said unexpected or uncontrollable event, and such cause shall, so far as possible, be remedied with all reasonable dispatch.

It is further agreed and stipulated that the right of any party hereto excuse its failure to perform by reason of Force Majeure shall be conditioned upon such party giving, to the other party or parties, written notice of its assertion that a Force Majeure delay has commenced within ten (10) working days after such commencement, unless there exists good cause for failure to give such notice, in which event, failure to give such notice shall not prejudice any party's right to justify any non-performance as caused by Force Majeure unless the failure to give timely notice causes material prejudice to the other party or parties.

### **SECTION XIX - REUSE OF DOCUMENTS**

The LABORATORY may reuse data from other sections of the work included in this Agreement provided irrelevant material is deleted. The Director shall not accept any reused data containing an excess of irrelevant material, which has no connection with the applicable portion of the work.

## **SECTION XX - OWNERSHIP OF DOCUMENTS**

All notes, correspondence, documents, designs, drawings, renderings, calculations, specifications, models, photographs, reports, surveys, investigations, and any other documents and copyrights thereto for Services performed or produced in the performance of this Agreement, whether in paper or other hard copy medium or in electronic medium, except with respect to copyrighted standard details and designs owned by the LABORATORY or owned by a third party and licensed to the LABORATORY for use and reproduction, shall become the property of the COUNTY without restrictions or limitations upon their use and shall be made available by the LABORATORY at any time upon request by the COUNTY. However, the COUNTY may grant an exclusive license of the copyright to the LABORATORY for reusing and reproducing copyrighted materials or portions thereof as authorized by the COUNTY in advance and in writing. In addition, the LABORATORY shall not disclose, release, or make available any document to any third party without prior written approval from the COUNTY. The LABORATORY shall warrant to the COUNTY that he/she has been granted a license to use and reproduce any standard details and designs owned by a third party and used or reproduced by the LABORATORY in the performance of this Agreement. Nothing contained herein shall be deemed to exclude any document from Chapter 119 of the Florida Statutes. Reuse of such data by the COUNTY for any purpose other than that for which prepared shall be at the COUNTY's sole risk. When each individual section of work requested pursuant to this Agreement is complete, all of the above data shall be delivered to the Director.

The COUNTY shall have the right to modify the plans, or reports, or any components thereof without permission from the LABORATORY or without any additional compensation to the LABORATORY. The LABORATORY shall be released from any liability resulting from such modification.

## **SECTION XXI - AUDIT RIGHTS**

The COUNTY reserves the right to audit the records of the LABORATORY related to this Agreement at any reasonable time and during normal business hours during the performance of the work included herein and for a period of five (5) years after final payment under this Agreement. The LABORATORY agrees to provide any records necessary to substantiate payment requests to the COUNTY, including audited financial statements. In the event an audit

undertaken pursuant to this section reveals improper, inadvertent, or mistaken payments to the LABORATORY, the LABORATORY shall remit such payments to the COUNTY. The COUNTY shall retain all legal and equitable rights with respect to recovery of payments.

#### **SECTION XXII - RIGHT OF DECISIONS**

All services shall be performed by the LABORATORY to the satisfaction of the Director of the Department ordering the services and who shall decide all questions, difficulties, and disputes of whatever nature which may arise under or by reason of this Agreement, the prosecution and fulfillment of the services hereunder, and the character, quality, amount and value thereof. The Director's decisions upon all claims, questions and disputes shall be final, conclusive and binding upon the parties hereto, unless such determination is clearly arbitrary or unreasonable. In the event the LABORATORY does not concur with the decision of the Director, the LABORATORY shall present any such objections in writing to the Mayor. Adjustments of compensation and time for completion of services hereunder, because of any major changes in the work that might become necessary or be deemed desirable as the work progresses, shall be left to the absolute discretion of the Director. In the event that the LABORATORY does not concur with the decisions of the Director, the LABORATORY shall present any such objections in writing to the Mayor. The Director and the LABORATORY shall abide by the decisions of the Mayor. This paragraph does not constitute a waiver of any party's right to proceed in a court of competent jurisdiction.

#### **SECTION XXIII - INSURANCE**

Contractor shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorneys' fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Contractor or its employees, agents, servants, partners principals or subcontractors. Contractor shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings,

and shall pay all costs, judgments, and attorney's fees which may issue thereon. Contractor expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Contractor shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Contractor shall furnish to Department of Transportation and Public Works, 111 NW 1<sup>ST</sup> Street, Suite 1620, Miami, FL 33128, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the Contractor as required by Florida Statute 440.
- B. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles used in connection with the work, in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- D. Professional Liability Insurance in an amount not less than \$1,000,000 per claim.

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than "B" as to management, and no less than "Class V" as to financial strength by Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest "List of All Insurance Companies Authorized or Approved to Do Business in Florida" issued by the State of Florida Department of Financial Services and are members of the Florida Guaranty Fund.

**NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY**  
**111 NW 1<sup>st</sup> STREET**  
**SUITE 2340**  
**MIAMI, FL 33128**

#### **SECTION XXIV - DEFAULT**

In the event the LABORATORY fails to comply with the provisions of this Agreement, the COUNTY may declare the LABORATORY in default by thirty days prior written notification. In such event, the LABORATORY shall only be compensated for any completed professional services. In the event partial payment has been made for such professional services not completed, the LABORATORY shall return such sums to the COUNTY within ten (10) days after receipt of written notice that said sums are due. The LABORATORY shall not be compensated on a percentage of the professional services which have been performed at the time the COUNTY declares a default. In the event the COUNTY prevails in litigation to enforce the provisions of this Agreement, the COUNTY shall be compensated by the LABORATORY for reasonable attorney's fees and court costs.

#### **SECTION XXV - LAWS AND REGULATIONS:**

The LABORATORY shall, during the term of this Agreement, be governed by Federal, State and Miami-Dade County Laws, Regulatory Orders, County Codes and Resolutions which may have a bearing on the Services involved in this Project. The Department will assist the Consultant in obtaining copies of the Miami-Dade County Codes, Regulatory Orders and Resolutions.

The Agreement shall be governed by the laws of the State of Florida and may be enforced in a court of competent jurisdiction in Miami-Dade County, Florida.

In accordance with Florida Statutes 119.07 (3) (ee), entitled "Inspection, Examination, and Duplication of Records; Exemptions", all building plans, blueprints, schematic drawings, and diagrams, including draft, preliminary, and final formats, are exempt from the provisions of

subsection (1) and s. 24(a), Article I of the State Constitution. Information made exempt by this paragraph, with prior approval from the Department, may be disclosed to another entity to perform its duties and responsibilities; to a licensed architect, engineer, or contractor who is performing work on or related to the project; or upon a showing of good cause before a court of competent jurisdiction. The entities or persons receiving such information shall maintain the exempt status of the information.

In addition to the above requirements in this sub-article, the LABORATORY agrees to abide by all federal, state, and County procedures, as may be amended from time to time, by which the documents are handled, copied, and distributed which may include but is not limited to each employee of the LABORATORY and Sub-consultant(s) that will be involved in the project, shall sign an agreement stating that they will not copy, duplicate, or distribute the documents unless authorized by the Owner as required in Article 3.14.4.

The LABORATORY and its Sub-consultant(s) agree in writing that the project documents are to be kept and maintained in a secure location.

Each set of the project documents are to be numbered and the whereabouts of the documents shall be tracked at all times.

A log is developed to track each set of documents logging in the date, time, and name of the individual(s) that work on or view the documents.

The LABORATORY shall comply with the financial disclosure requirements of Ordinance No. 77. 13 by having on file or filing within thirty (30) days of the execution of this Agreement one of the following with the Miami-Dade County Elections Department, P.O. Box 01224, Miami, FL 33101:

- A. A source of income statement
- B. A current certified financial statement
- C. A copy of the LABORATORY'S current Federal Income Tax Return

**SECTION XXVI – ORDINANCES AND RESOLUTIONS:**

The Engineer/Architect shall comply with the financial disclosure requirements of Ordinance No. 77-13, as amended, by having on file or filing within thirty (30) days of the execution of the Agreement one of the following with the Supervisor of the Miami-Dade County Elections Department, P.O. Box 521550, Miami, Florida 33152-1550.

- A. A source of income statement
- B. A current certified financial statement
- C. A copy of the Engineer's/Architect's current Federal Income Tax Return

**SECTION XXVII - OFFICE OF THE INSPECTOR GENERAL (IG) AND INDEPENDENT PRIVATE SECTOR INSPECTOR GENERAL (IPSIG):**

According to Section 2-1076 of the Code of Miami-Dade County, Miami-Dade County has established the Office of the Inspector General (IG) which may, on a random basis, perform audits, inspections, and reviews of all County/Trust contracts. This random audit is separate and distinct from any other audit by the County. To pay for the functions of the Office of the Inspector General, any and all payments to be made to the LABORATORY under this contract will be assessed one quarter (1/4) of one (1) percent of the total amount of the payment, to be deducted from each progress payment as the same becomes due unless, as stated in the Special Conditions, this Contract is federally or state funded where federal or state law or regulations preclude such a charge. **The LABORATORY shall in stating its agreed process be mindful of this assessment, which will not be separately identified, calculated or adjusted in the proposal or bid form.** The audit cost shall also be included in all change orders and all contract renewals and extensions.

The Miami-Dade Office of Inspector General is authorized to investigate County affairs and empowered to review past, present and proposed County and Public Health Trust programs, accounts, records, contracts and transactions. In addition, the Inspector General has the power to subpoena witnesses, administer oaths, require the production of witnesses and monitor existing projects and programs. Monitoring of an existing project or program may include a report concerning whether the project is on time, within budget and in conformance with plans, specifications and applicable law. The Inspector General shall have the power to audit, investigate, monitor, oversee, inspect and review operations, activities, performance and procurement process including but not limited to project design, bid specifications, (bid/proposal) submittals, activities

of the LABORATORY, its officers, agents and employees, lobbyists, County and Public Health Trust staff and elected officials to ensure compliance with contract specifications and to detect fraud and corruption.

Upon ten (10) days written notice to the LABORATORY shall make all requested records and documents available to the Inspector General for inspection and copying. The Inspector General shall have the right to inspect and copy all documents and records in the LABORATORY possession, custody or control which in the Inspector General's sole judgment, pertain to performance of the contract, including, but not limited to original estimate files, change order estimate files, worksheets, proposals and agreements from and with successful subcontractors and suppliers, all project-related correspondence, memoranda, instructions, financial documents, construction documents, (bid/proposal) and contract documents, back-change documents, all documents and records which involve cash, trade or volume discounts, insurance proceeds, rebates, or dividends received, payroll and personnel records and supporting documentation for the aforesaid documents and records.

The LABORATORY shall make available at its office at all reasonable times the records, materials, and other evidence regarding the acquisition (bid preparation) and performance of this contract, for examination, audit, or reproduction, until three (3) years after final payment under this contract or for any longer period required by statute or by other clauses of this contract. In addition:

1. If this contract is completely or partially terminated, the LABORATORY shall make available records relating to the work terminated until three (3) years after any resulting final termination settlement; and
2. The LABORATORY shall make available records relating to appeals or to litigation or the settlement of claims arising under or relating to this contract until such appeals, litigation, or claims are finally resolved.

The provisions in this section shall apply to the LABORATORY, its officers, agents, employees, subcontractors and suppliers. The LABORATORY shall incorporate the provisions in this section in all subcontracts and all other agreements executed by the LABORATORY in connection with the performance of this contract.

Nothing in this section shall impair any independent right to the County to conduct audits or investigative activities. The provisions of this section are neither intended nor shall they be construed to impose any liability on the County by the LABORATORY or third parties.

Exception: The above application of one quarter (1/4) of one percent fee assessment shall not apply to the following contracts: (a) IPSIG contracts; (b) contracts for legal services; (c) contracts for financial advisory services; (d) auditing contracts; (e) facility rentals and lease agreements; (f) concessions and other rental agreements; (g) insurance contracts; (h) revenue-generating contracts; (i) contracts where an IPSIG is assigned at the time the contract is approved by the Trust; (j) professional service agreements under \$1,000; (k) management agreements; (l) small purchase orders as defined in Miami-Dade County Administrative Order 3-2; (m) federal, state and local government-funded grants; and (n) Interlocal agreements. Notwithstanding the foregoing, the Trust may authorize the inclusion of the fee assessment of one-quarter (1/4) of one percent in any exempted contract at the time of award.

Nothing contained above shall in any way limit the powers of the Inspector General to perform audits on all Trust contracts including, but not limited to, those contracts specifically exempted above.

#### **SECTION XXVIII - PERFORMANCE EVALUATIONS**

Performance evaluations of the services rendered under this Agreement shall be performed by the Departments and shall be utilized by the COUNTY as evaluation criteria for future solicitations.

#### **SECTION XXIX - SANCTIONS FOR CONTRACTUAL VIOLATIONS**

Proposal and contract documents shall provide that, notwithstanding any other penalties for firms that have discriminated in violation of Article VII of Chapter 11A of the Code, the County may terminate the contract or require the termination or cancellation of the sub consultant contract. In addition, a violation by a respondent or sub consultant to the respondent, or failure to comply with the Administrative Order (A.O.) 3-39 may result in the imposition of one or more of the sanctions listed in the A.O.

**SECTION XXX - PROFESSIONAL ENGINEER**

A Professional Engineer registered in the State of Florida shall be actively in charge of and responsible for the operations, personnel, management, and the operations, personnel, management, and supervision of the LABORATORY in the performance of services covered by this Agreement. The certification of all reports as hereinafter required shall be made by such Engineer. The Engineer shall not be in charge of more than one testing Laboratory at any one time, and the management of the testing laboratory shall constitute his principal occupation. For the purpose of record, the signature of the Professional Engineer certifying reports shall be as follows:

\_\_\_\_\_ Florida Certificate No. \_\_\_\_\_

Should the authorized signature be changed or should additional parties be authorized to certify testing reports as specified above, the LABORATORY shall file a new signature or signatures of record.

**SECTION XXXI - WARRANTY**

The LABORATORY warrants that no companies or persons, other than bona fide employees working solely for the LABORATORY or the LABORATORY'S COUNTY-AUTHORIZED SUB-CONSULTANTS, have been retained or employed to solicit or secure this Agreement or have been paid or guaranteed payment of any fees, commissions, percentage fees, gifts or any other considerations contingent upon or resulting from the award or making of this Agreement. The LABORATORY also warrants that no COUNTY personnel, whether full-time or part-time employees, has or shall be retained or employed in any capacity, by the LABORATORY or the LABORATORY'S COUNTY approved sub-consultants, to accomplish the work contemplated under the terms of this Agreement. For breach or violation of this warranty, the COUNTY shall have the right to annul this Agreement without liability.

**SECTION XXXII - REPORTING REQUIREMENTS**

**Section 3 Reporting Requirements:**

The Consultant is required to submit New Hire Section 3 Monthly Compliance Form (PH) and MDHA Monthly Employment Report Form (PH) attesting that the Consultant complies with the

requirements of Section 3 of the HUD Act of 1968. The Section 3 documents are attached as Attachment "B" and Attachment "C".

This form is distributed to the general contractor, vendor or service provider, who must also provide this form to any sub-contractor or sub-consultant hired under this award. Complete steps 1-3 below for each report, and, when there are new hires, review and check each applicable each item, listed under step 3.

1. **You must complete this form each month, in connection with this award,** and deliver or fax form, by the 5<sup>th</sup> day of new month, to Margaret Hall, Administrative Officer 3, (305) 644-5394, Miami-Dade Housing Agency (MDHA) Quality Assurance and Compliance, 1401 NW 7<sup>th</sup> St., Bldg. "G", Miami, FL 33125.
2. When you hire any new personnel (Section 3 or non-Section 3 employees), in connection with this award, you must also complete and submit a monthly employment report (Attachments "B & C") for the remainder of the project, to the Compliance office.
3. **Month:** (Fm:) \_\_\_\_\_ (mo./day/date) To: \_\_\_\_\_ (mo./day/date)
  - I have **not hired** any new employees during month shown above.
  - I **have hired** \_\_\_\_\_ *Section 3 employees* and/or \_\_\_\_\_ *Non-Section 3 employees* during month shown above, and have checked the recruitment steps, listed below, I have taken to find Section 3 low-income residents, from the targeted groups and neighborhoods, to fill any vacancies in connection with this award: (Check all that apply and attach documentation.)
    - Advertised in major and community newspapers, and posted signs at job site, and in surrounding neighborhood, for targeted workers and used *Document 00404, "Section 3 Language for News Ads, Flyers and Job Notices"* in all job notices, flyers and announcements;
    - Taken photographs of the above item to document that the above step was carried out;
    - Contacted Margaret Hall, at (305) 644-5104, and fax (305) 644-5394 for MDHA employment referrals;
    - Contacted YWCA of Greater Miami, Inc. at (305) 377-9922, or fax (305) 373-9922, for HUD Youth-build employment referrals;
    - Sent notices about Section 3 training and employment obligations and opportunities applicable to this project to labor organizations, where applicable (see *Section 3 Clause*);

- Scheduled a time and place convenient for public housing, Section 8 and other Section 3 residents, minorities and women to complete job applications.
- Presented *Document 00401, "Section 3 Resident Preference Claim Form"*, to all job applicants and explained Section 3 residents will receive preference in the recruitment/selection process, if they meet minimum job eligibility criteria.
- Requested applicants that claimed a Section 3 preference to provide proof, as described in Document 00401, or to complete *Document 00402, "Section 3 Resident or Employee Household Income Certification Form"* (**Public housing residents must receive the highest preference points during the employer interview/selection process.**)
- Kept a log of all applicants, and indicated the reasons why Section 3 residents who applied were not hired;
- Retained copies of any employment applications completed by public housing, Section 8 and other Section 3 residents, minorities and women.

**Fax proof of all checked items to MDHA Quality Assurance and Compliance, at (305), or deliver to MDHA, 1401 NW 7<sup>th</sup> St., Bldg. G, Miami, Fl. 33125.**

**SECTION XXXIII – ENTIRETY OF AGREEMENT**

This writing embodies the entire agreement and understanding between the parties hereto, and there are no other agreements and understandings, oral or written with reference to the subject matter hereof that are not merged herein and superseded hereby. No alterations change, or modification of the terms of this Agreement shall be valid unless made in writing, signed by both parties hereto, and approved by the Board of County Commissioners. This Agreement, regardless of where executed, shall be governed by and construed according to the laws of the State of Florida, and venue shall be in Dade County, Florida.

IN WITNESS WHEREOF the parties hereto have executed these presents this \_\_\_\_  
day of \_\_\_\_\_, 2016.

ATTEST:  
HARVEY RUVIN  
CLERK OF THE BOARD

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

By: \_\_\_\_\_

By: \_\_\_\_\_

Carlos A. Gimenez  
Mayor

ATTEST:

By: \_\_\_\_\_  
(CORPORATE SEAL)      Date

By: \_\_\_\_\_  
Date

By: \_\_\_\_\_  
Witness                      Date

By: \_\_\_\_\_  
Witness                      Date

**MIAMI-DADE COUNTY  
 PROFESSIONAL SERVICES AGREEMENT TO PROVIDE  
 "SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES" 2016-2019**

**CONTRACT NO. E15-PWWM-08**

**1. GEOTECHNICAL SERVICES (9.01)**

**A. Mobilization of Truck-Mounted Drill Rig. (If special access equipment required (i.e. ATV's, Off-Road or Marine Equipment) or restricted access See Item 8 of the "General Notes and Special Conditions" for Rates.)**

	Unit Price	Unit
Up to 4 Percollations per Day or Up to 100 Ft. of Borings.	\$ 378.56	

**B. Borings Standard Penetration per ASTM D-1586:**

With or Without Casings:

Penetration Depth 0' to 50'	\$ 21.63	Per Foot
Penetration Depth 51' to 75'	\$ 25.96	Per Foot
Penetration Depth 76' to 100'	\$ 30.28	Per Foot
Penetration Depth 101' to 150'	\$ 36.77	Per Foot

**C. Auger Borings per ASTM D-1452 Penetration Depth:**

Penetration Depth 0' to 50'	\$ 16.22	Per Foot
Penetration Depth 51' to 75'	\$ 18.39	Per Foot
Penetration Depth 76' to 100'	\$ 20.55	Per Foot
Penetration Depth 101' to 150'	\$ 24.88	Per Foot

**D. Rock Coring per ASTM D-2113 (Max. NX Size):**

Penetration Depth 0' to 50'	\$ 36.42	Per Foot
Penetration Depth 51' to 75'	\$ 43.26	Per Foot
Penetration Depth 76' to 100'	\$ 50.84	Per Foot
Penetration Depth 101' to 150'	\$ 57.32	Per Foot

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**MIAMI-DADE COUNTY**  
**PROFESSIONAL SERVICES AGREEMENT TO PROVIDE**  
**"SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES" 2016-2019**

**CONTRACT NO. E15-PWWM-08**

	<u>Unit Price</u>	<u>Unit</u>
<b>E. Standard Penetration Test (Includes Mobilization and Soil Boring Log) (Portable Equipment)</b>	<b>\$ 27.04</b>	Per Foot
1E.1 Standard Penetration Test (Water Boring) (Equipment Excluded, Barge Cost to be Negotiated by User Department. Permit Reimbursable upon Proof of Payment.)	\$ 54.08	Per Foot
<b>F. Undisturbed Sampling per ASTM D-15</b>	<b>\$ 118.98</b>	Per Sample
<b>G. Slug Percolation Test-USGS / PWD 9" Dia. Hole (DERM) (Min. 2 per Job)</b>	<b>\$ 433.24</b>	Per Test
<b>H. Double Ring Infiltration Test per ASTM D-3385 (Swale or Grassy Areas) (Min. 2 Tests)</b>	<b>\$ 497.54</b>	Per Test
<b>I. Percolation Tests</b>		
11.1 Fla. Dept. of Health and Rehabilitative Services, Chapter 100-6.57 (Min. 2 Tests per Job)	\$ 372.07	Per Test
11.2 DCPW Highway Division (Min. 12" Dia.) (Min. 2 Tests per Job)	\$ 535.39	Per Test
11.3 Open Hole Method (Min. 6" Dia.) (Min. 2 Tests)	\$ 521.66	Per Test
<b>J. Closing Holes with Grout / Approved Method(s) to Safe proof Site. [Safe proof to be Accomplished Before Laboratory Leaves the Site(s)]</b>	<b>\$ 8.65</b>	Per Lineal Foot
<b>K. Trench Test per So. Fla. Water Management District. (Excludes Equipment and Operator) (Provide Equipment Rental Invoice for Direct Cost Reimbursement).</b>	<b>\$ 526.64</b>	Per Test
<b>L. Soil Cement Stabilization Field Inspection</b>	<b>\$ 87.61</b>	Per Hour
1L.1 Soil Cement Cylinder Testing	\$ 68.14	Per Hour
<b>M. Water Quality Monitoring</b>	<b>\$ 87.61</b>	Per Sample
<b>N. Geotechnical Engineering Evaluation and Report of Existing Soil with Respect to Allowable Bearing Capacity.</b>	<b>\$ 129.79</b>	Per Hour

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**MIAMI-DADE COUNTY**  
**PROFESSIONAL SERVICES AGREEMENT TO PROVIDE**  
**"SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES" 2016-2019**

**CONTRACT NO. E15-PWWM-08**

	<u>Unit Price</u>	<u>Unit</u>
O. Geotechnical Engineer Pile Capacity Analysis	\$ 129.79	Per Hour
P. Muck Probes	\$ 86.53	Per Hour
<b>2. MONITORING WELLS (Includes Drilling) (9.01)</b>		
A. Mobilization of Truck-Mounted Drill Rig. (Same Conditions Apply as referenced for Geotechnical Services, Item 1.A, Page 1 of the Fee Schedule)	\$ 378.56	Up to 2 Wells per Day
B. Monitoring Well Installation (2" PVC, Max. 20' Depth)* (Min. 2 Wells)**	\$ 703.04	Per Well
C. Monitoring Well Abandonment (2" PVC, Max. 20' Depth)* (Min. 2 Wells)**	\$ 295.28	Per Well
D. Monitoring Well Abandonment (4" PVC, Max. 20' Depth)* (Min. 2 Wells)**	\$ 353.60	Per Well
E. Monitoring Well (4" PVC, Max. 20' Depth)* (Min. 2 Wells)**	\$ 917.20	Per Well
F. Monitoring Well Installation (2" PVC, Greater than 20' up to 100' )* (Min. 2 Wells)**	\$ 75.71	Per Foot
* Excludes Permit.		
** Due to Security Constraints Rates Negotiable for Aviation, Seaport and MDT.		
G. Repair of Monitoring Wells Unit Rates	\$ 1,011.30	Per Unit
H. Water Quality Monitoring (Does Not Include Analytical Tests) (Per Well)	\$ 262.91	Per Well
I. Direct Push Well Installation (20 Feet Max.)	\$ 832.83	Per Well
J. Direct Push Soil / Groundwater Sampling	\$ 1,730.56	Per Day
K. Boat Rental (Min. 8 Hour Day) With Prior Approval by the Issuing Department (Furnish Copy of Ownership or Copy of Rental Invoice).	\$ 486.72	Per Day

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	<u>Unit Price</u>	<u>Unit</u>
<b>3. PRE-STRESS / PRE-CAST (9.02)</b>		
(Includes Travel, Mileage, Delivery and Certified Reports).		
A. Pre-Stress / Pre-Cast Fabrication Inspection per PCI MNL-116 (Structural) or MNL-117 (Architectural) (Bridge and Building Units / Ready Mix Plants Inspections) (Min. 4 Hrs.)	\$ 87.61	Per Hour
B. Pre-Stress (Inspection and Certified Report Included) (Stressing Operation and Inspection) per PCI MNL-116 (Min. 4 Hrs.)	\$ 87.61	Per Hour
C. Reinforced Concrete Pipe and Pre-Fabricated Manhole Inspection (Types, Sizes, and Design) (Includes Inspection and Certified Report) (Min. 4 Hrs.)	\$ 87.61	Per Hour
D. Absorption Test of Pre-Cast Units per ASTM C-497.	\$ 56.24	Per Core
E. Three Edge Bearing Test per ASTM C-497.	\$ 87.61	Per Hour
F. Hydrostatic Testing per ASTM C-497.	\$ 87.61	Per Hour
G. Testing Concrete Cylinder per ASTM C-497. (Same Conditions Apply as Shown on 3A.1) (Does <u>NOT</u> Include <u>Technician</u> or <u>Pick-Up</u> ).	\$ 118.98	Per Cylinder
* If Additional Hours are Required Must have Approval from Issuing Department.		
<b>4. PILING (9.02)</b>		
A. Pile Driving/Auger Cast Pile Inspection (Includes Certified Log/Report (4 Hrs. Min.)	\$ 87.61	Per Hour
4A.1 Splice of Piles as an Addition (per Occurrence) (with Prior Approval from Engineer) (Witness Splice).	\$ 87.61	Per Hour
B. Vibro-Flotation Inspection (4 Hrs. Min.)	\$ 87.61	Per Hour
C. Pile Load Test -Test Frame and Load Set-up Witnessed by Certified Inspector per ASTM D-1143 (Equipment / Loads Furnished by Contractor)	\$ 87.61	Per Hour

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4C.1 Furnishing and Set-up of Calibrated Gauges.	\$ 117.83	Per Gauge
4C.2 Monitoring of Pile Load Test, Collect Field Data, and Inspector Time.	\$ 87.61	Per Hour
4C.3 Pile Load Test Report, Certify and Prepare Report for Load Capacity of Pile. (Engineer's Time).	\$ 129.79	Per Hour
<b>5. SOILS (9.02)</b>		
(Includes Travel, Mileage, Delivery and Certified Report)		
<b>A. Field Density Tests</b>		
5A.1 Sand Cone Method per AASHTO T-19 and ASTM D-1556 (2 Tests Min.)	\$ 93.02	Per Test
Nuclear Method per AASHTO T-238 & ASTM D-2922, (Moisture per AASHTO T-239 & ASTM D-3017) (Min. 4 Tests):		
5A.2 Per Test (From 1 thru 4 Tests), Per Trip	\$ 51.40	Per Test
Per Test (From 5 thru 10 Tests), Per Trip	\$ 35.69	Per Test
Per Test (From 11 or More Tests), Per Trip	\$ 31.37	Per Test
5A.3 Maximum / Minimum Relative Density Tests per ASTM D-4253 and 4254 (Field and Laboratory)	\$ 178.46	Per Test
5A.4 Hourly Rate-(Min. 4 Hrs.)* (Unlimited Tests) (7:00 AM to 6:00 PM) (Equipment ONLY, Technician NOT included)	\$ 68.14	Per Hour

\* If Laboratory Finishes Work in Less than the 4 Hr. Increment, they Shall be Paid for the Full 4 Hrs., if Time Runs Past the 4 Hr. Increment, Extra Hrs. Shall Be Paid at the Per Hour Rate, Upon Approval from Issuing Department.

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	<u>Unit Price</u>	<u>Unit</u>
<b>Evening Density Testing (7:00 PM to 6:00 AM) (If Requested by Issuing Department Designee to be Performed in the Evening and to be Paid at the Min. 4 Hrs. Unlimited Tests*) (Equipment ONLY, Technician NOT included)</b>		
<b>5A.5</b>	<b>\$ 91.94</b>	<b>Per Hour</b>
<b>B. Moisture Density Tests (Proctor)</b>		
<b>5B.1</b>	<b>\$ 138.44</b>	<b>Per Test</b>
Standard per AASHTO T-99 and ASTM D-698 (Non-Traffic Areas)(Min. 2 Tests per Trip)		
<b>5B.2</b>	<b>\$ 155.75</b>	<b>Per Test</b>
Modified per AASHTO T-180 and ASTM-1577 (Building / Highway Projects) (Min. 2 Tests per Trip)		
<b>C. Limerock Bearing Ratio (LBR) - FDOT</b>		
<b>D. Carbonates on LBR Material (2 Tests per Trip)</b>	<b>\$ 75.71</b>	<b>Per Test</b>
<b>E. Laboratory California Bearing Ratio (CBR) per ASTM D-1883 (One Point)</b>		
<b>5E.1</b>	<b>\$ 155.75</b>	<b>Per Test</b>
Lab Proctor Test		
<b>5E.2</b>	<b>\$ 367.74</b>	<b>Per Test</b>
Three (3) Point CBR		
<b>F. Field California Bearing Ratio per Asphalt Institute MS-10 (Latest Version) (Reaction Load by Others) (2 Tests Min.)</b>	<b>\$ 438.05</b>	<b>Per Test</b>
<b>G. Moisture Content</b>		
<b>5H.1</b>	<b>\$ 54.08</b>	<b>Per Test</b>
Limerock per AASHTO T-267 (by Incineration)		
<b>5H.2</b>	<b>\$ 75.71</b>	<b>Per Test</b>
Test of Soil Chemical Analysis [(1972) P.R. Hesse P. 211] (by Peroxide)		
<b>I. Grain Size per AASHTO T-27 (Sieve Analysis Only)</b>	<b>\$ 69.22</b>	<b>Per Test</b>

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	<u>Unit Price</u>	<u>Unit</u>
J. Mechanical Analysis per ASTM D-422 or T-11 and T-27	\$ 73.55	Per Test
K. Soil Classification per ASTM D-3282 and D-2487 (AASHTO-Unified-FAA)	\$ 103.83	Per Test
L. Los Angeles Abrasion on Rip-Rap per ASTM C-535 (Large Size Coarse Aggregate)	\$ 259.58	Per Test
M. Soundness on Rip-Rap per ASTM C-88 (5 Cycle Sodium Sulphate)	\$ 306.80	Per Test
N. Soil Specific Gravity per ASTM D-854	\$ 64.90	Per Test
O. Material Finer than 200 Sieve per ASTM C-117	\$ 48.67	Per Test
P. Liquid Limit per ASTM D-4318 (Atterberg Limits)	\$ 81.12	Per Test
Q. Salt Content per FDOT FM 5-516	\$ 62.73	Per Test
R. Limerock Base Thickness Determination - Minimum 3" Diameter Holes FAAP-211 (Min. 2 Tests) (Excludes Mobilization and Transportation)	\$ 83.28	Per Test
* Unlimited Tests	\$ 730.08	Per Day
S. Limerock Chemical Analysis per DCPW, FDOT (2 Tests Min.)	\$ 91.94	Per Test
T. Limerock Chemical Analysis per DCAD FAAP-211 (2 Tests Min.)	\$ 91.94	Per Test
U. Resistivity Test in Accordance with California Method 643-7 with Break-down for Test, Sampling, PH Measurement of Water and Soil, etc.	\$ 155.75	Per Test
V. Sediments Tests	\$ 77.88	Per Test
W. Soil Load Bearing Test (Plate Load) (Reaction Load by Others)		
5W.1 Static Load on Footings per ASTM D-1194	\$ 560.27	Per Test
5W.2 Repetitive Static Load for Pavement per ASTM D-1195	\$ 593.80	Per Test

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	<u>Unit Price</u>	<u>Unit</u>
5W.3 Non-Repetitive Static Load for Pavement per ASTM D-1196	\$ 593.80	Per Test
<b>X. Soil Relative Density Tests (Vibro-Flotation / In-Situ Verification)</b>		
5X.1 CPT Cone Penetration Test Soundings	\$ 17.31	Per Foot
Y. Horticultural Service for PH Value of Soil	\$ 45.39	Per Test
Z. Horticultural Service for Soluble Salts in Soil	\$ 75.71	Per Test
AA. Horticultural Service for Macro Nutrients in Soil	\$ 87.78	Per Test
AB. Backfill Monitoring (4 Hrs. Min.)	\$ 70.30	Per Hour
AC. Geotechnical Engineer (Min. 2 Hours)	\$ 129.79	Per Hour
<b>6. ASPHALT CONCRETE (9.03)</b>		
(Includes Travel, Mileage, Delivery and Certified Report.)		
<b>A. Asphalt Paving Design Mix Marshall Method (Includes Sampling, Standard Design and Applicable Marshall Procedures) per Asphalt Institute Manual Series No. 2</b>	\$ 854.46	Per Mix
<b>B. Analysis of Special Design Mix.</b>	\$ 692.22	Per Mix
<b>C. Marshall Properties (FDOT Procedures) (Aviation P-401 / P-405). (Technician plus tests.)</b>		
6C.1 Stability per ASTM D-1559 or AASHTO D-T 245 (Set of 3 Specimen).	\$ 131.96	Per Set
6C.2 Flow per ASTM - 1559 or AASHTO D-T 245 (Set of 3 Specimen).	\$ 121.14	Per Set
6C.3 Density per ASTM D-2726 (Set of 3 Specimen).	\$ 124.38	Per Set
6C.4 Air Voids per ASTM- 3203 (Set of 3 Specimen).	\$ 121.14	Per Set

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	Unit Price	Unit
6C. 5 Maximum Density per ASTM D-2041.	\$ 28.04	Per Set
6C. 6 Particle Coating per ASTM D-2489.	\$ 136.28	Per Sample
6C. 7 Sampling/Prep. Per ASTM D-1559 / D-2726.	\$ 83.28	Per Sample
6C. 8 Bulk Specific Gravity of Drilled Core per ASTM D-2726.	\$ 58.41	Per Core
6C. 9 Moisture Content - Drying per ASTM C-566.	\$ 59.49	Per Sample
6C. 10 Moisture Content - Distillation per ASTM D-1461.	\$ 140.61	Per Sample
6C. 11 Asphaltic Specific Gravity / Absorption of Aggregate Blends.	\$ 108.16	Per Aggregate Sample
6C. 12 Sampling Hot Mix at Manufacturer Per ASTM D-979.	\$ 64.90	Per Hour
6C. 13 Effect of Water on Hot Mix per ASTM D-1075 (Set of 6 Samples).	\$ 136.28	Per Set
6C. 14 Washed Sieve Analysis.	\$ 69.22	Per Sample
6C. 15 AASHTO T-182.	\$ 151.42	Per Sample
6C. 16 Flat / Elongated Pieces per ASTM D-4791.	\$ 146.02	Per Sample
6C. 17 Effect of Moisture On Hot Mix per ASTM D-4867 (Set of 6 Samples).	\$ 324.48	Per Set
6C. 18 Sand Equivalent per ASTM D-2419	\$ 108.16	Per Sample
6C. 19 Effect of Water on Cohesion per ASTM D-1075 / Modified.	\$ 206.59	Per Sample
<b>D. Extraction/Gradation Analysis per ASTM D-6307.</b>	<b>\$ 156.83</b>	<b>Per Test</b>
<b>E. Asphalt Plant Technician Using FDOT Approved Plant, Laboratory and Procedures for Extraction, Gradations, Marshall Tests and Temperature Checks (ASTM D-290-85) (Per Person. Min. 4 Hrs.)</b>	<b>\$ 87.61</b>	<b>Per Hour</b>

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	<u>Unit Price</u>	<u>Unit</u>
F. Paving Technician for On-Site Paving Operations, Inspections per FDOT Procedures (Temperature, Density Testing and Observation) (4 Hr. Min.)	\$ 87.61	Per Hour
G. Asphalt Densities (Nuclear-Back Scatter Method) (Min. 4 Tests).	\$ 32.45	Per Test
H. Asphalt Core Drilling for Thickness Measurements (Includes Asphalt Patching) (Min. 6 Cores per Call-Out).	\$ 64.90	Per Core
I. Asphalt Cores Laboratory Tests for Measurements per ASTM D-3549 and Weight per Cubic Foot, per ASTM D-2726. (Min. 4 Cores)	\$ 48.67	Per Core
J. Gyratory Compaction (Bulk Specific Gravity)	\$ 129.79	Per Sample
<b><u>7. TECHNICAL SERVICES (AVIATION) (9.03)</u></b>		
P401 Technical Services - NICET III/P.E./FDOTII/Equivalent per ASTM D-3666 Asphalt Plant Facilities & Initial Plant Inspection, Quality Reviews, Design Mix/JMF Review, Technical Report/Meetings/Coordination Oversight/PWL/Reviews (Min. 2 Hrs.).	\$ 135.20	Per Hour
B. P401 / P405 / P602 / P603 / P609 - Field Acceptance Inspection. Certified Inspector per ASTM D-3666.		
7B.1 Level "I" Inspector (Weekday Min. 4 Hrs.)	\$ 87.61	Per Hour
7B.2 Level "I" Inspector (Weekday Min. 4 Hrs.)	\$ 90.85	Per Hour
7B.3 Cancellation Fee (Plant) (Per Cancellation, Per Technician)	\$ 235.79	Per Cancellation/Tech.
<b><u>8. CONCRETE TESTING (9.03)</u></b>		
(Inclusive of Travel, Mileage, Delivery and Certified Report)		
A. Cylinders - Cast and Tested by Laboratory.		
8A.1 Standard 6"x12" or 4"x 8" Cylinder. (Concrete Temperature Test and Slump Test) (Per ASTM C-31 "Section 7" Lab. Strength Tests per C-39 using C-617 or C-1231) (Max. 5 Cylinders Per Set).	\$ 118.98	Per Set

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	<u>Unit Price</u>	<u>Unit</u>
8A.2 Lightweight 3"x 6" Cylinder Includes Concrete Per ASTM C-495 (Max. 5 Cylinders Per Set).	\$ 118.98	Per Set
8A.3 Air Entrainment per ASTM C31 (used Concurrently with Concrete Set Testing).	\$ 37.86	Per Set
8A.4 Cylinder Pick-Up.	\$ 62.73	Per Hour
<b>B. Securing Structural or Pavement Cores per ASTM C-42 (6"Max. Dia.) (3 Cores Min.)</b>		
8B.1 8" Deep	\$ 135.20	Per Core
8B.2 14" Deep	\$ 162.24	Per Core
8B.3 12" Deep x 12" Diameter	\$ 324.48	Per Core
<b>C. Cores Trim and Compression Test per ASTM C-42.</b>		
<b>D. Concrete Masonry Units per ASTM C-140 &amp; C-551 - Block/Brick per ASTM-140.</b>		
8D.1 Concrete Brick per ASTM C-551. (Min. 2 Bricks)		
8D.1A Compression	\$ 48.67	Per Brick
8D.1B Absorption	\$ 70.30	Per Brick
8D.1C Dimension	\$ 48.67	Per Brick
8D.1D Appearance	\$ 45.43	Per Brick
8D.2 Block, Manhole	\$ 59.49	Per Test
8D.3 Block, Concrete Compression per ASTM C-140 - Individual Units.	\$ 59.49	Per Test
8D.4 Block, Concrete Absorption per ASTM C-140 Individual Units.	\$ 64.94	Per Test

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8D.5 Moisture Content of Concrete Block per ASTM C-140.	\$ 59.49	Per Block
8D.6 Block Series, Dimensions, Compression, Absorption, Moisture Content and Unit Weight (Density) per ASTM C-140.	\$ 183.04	Per Block
8D.7 Mortar Cubes 2"x2"x2" Compression Test per ASTM C-109 (Min. 3 per Test) (Cast by Others).	\$ 37.86	Per Cube
8D.8 Masonry Prisms per ASTM C-1314 (Fabricated by Contractor) (Unfilled).	\$ 146.02	Per Prism
8D.9 Sampling and Pick-Up (Casting Not Included).	\$ 68.14	Per Unit
8D.10 Concrete Block Unit Weight per ASTM C-140.	\$ 64.90	Per Block
8D.11 Grout Cube Compression Test per ASTM C-1014 (Cast by Others).	\$ 22.71	Per Cube
8D.12 Technician to Cast Mortar or Grout Cubes in Laboratory or On-Site (Incl. Slump & Temp. Tests) per ASTM C-1019	\$ 68.14	Per Hour
8D.13 On-Site Masonry Inspector per ACI-530.1 (Min. 4 Hrs.)	\$ 87.61	Per Hour
<b>E. Concrete Beams</b>		
8E.1 Tension Test per ASTM C-496 (Splitting Tension Test for Cylindrical Specimen, not Beams).	\$ 71.34	Per Test
8E.2 Flexural Test per ASTM C-78 (ASTM C-31, C-78) Cast per ASTM C-36, (2 Beams Required per Test).	\$ 129.79	Per Beam
F. Air Content per ASTM C-173 or ASTM C-231.	\$ 37.86	Per Test
G. Concrete Densities (Unit Weight) & Yield Test per ASTM C-138.	\$ 43.26	Per Test
H. Design Mix per ACI-211 Standard Aggregate (Materials Furnished by Supplier) (Laboratory Sampling Included) (1 Trial Batch and 6 Cylinder Tests) (First of Any Series).	\$ 562.43	Per Mix

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	<u>Unit Price</u>	<u>Unit</u>
(Additional Design Mixes in Series)	\$ 432.64	Per Mix
8H.1 Design Mix Materials Testing.	\$ 78.96	
8H.1a Gradation.	\$ 88.69	Per Test
8H.1b Fine Aggregate Gravity and Absorption C-127.	\$ 98.43	Per Test
8H.1c Coarse Aggregates Specific Gravity and Absorption C-128.	\$ 237.95	Per Test
8H.1d LA Abrasion C-88.	\$ 87.61	Per Test
<b>I. On-Site Inspection per ACI-304 and ACI-311.5R (Per Site Visit as Approved by the Engineer) (4 Hrs. Min.)</b>	<b>\$ 87.61</b>	<b>Per Hour</b>
<b>J. Concrete Plant Inspection per ACI-311.5 (Mix and Weight Verification) (4 Hrs. Min.)</b>	<b>\$ 87.61</b>	<b>Per Hour</b>
<b>K. Windsor Probe Test per ASTM C-803 (Penetration Resistance to Determine Uniformity) with Equipment Charge (Windsor Gun) (Per Trip Per Location)</b>	<b>\$ 292.12</b>	<b>Per Trip</b>
<b>L. ASTM C-803 (Set of 3 Probes per Test)</b>	<b>\$ 108.16</b>	<b>Per Test</b>
<b>M. Concrete Rebound Hammer Test per ASTM C-805 (Use of Spring Driven Steel Hammer to Determine Uniformity of In-Place Concrete) (4 Hrs. Min.)</b>	<b>\$ 87.61</b>	<b>Per Hour</b>
<b>N. Pullout per ASTM C-900 (Includes Pin Installation).</b>	<b>\$ 370.99</b>	<b>Per Test</b>
<b>O. Thickness of Concrete per ASTM C-1383.</b>	<b>\$ 72.47</b>	<b>Per Hour</b>
<b>P. Corrosion Activity per ASTM C-876</b>	<b>\$ 94.10</b>	<b>Per Hour</b>
<b>Q. Chloride Content.</b>		

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8Q.1 Per ASTM C-1152	\$ 135.20	Per Test
8Q.2 Per ASTM C-1218	\$ 140.66	Per Test
R. Pachometer (Magnometer) Readings for Rebar Location, Approximate Size and Spacing (4 Hrs. Min.)	\$ 87.61	Per Hour
S. Los Angeles Abrasion per ASTM C-131 (Small Size Coarse Aggregate).	\$ 237.95	Per Test
T. Sieve Analysis per ASTM - 136.	\$ 78.96	Per Test
U. Absorption Fine Aggregate per ASTM C-128, Coarse Aggregate per ASTM C - 127.	\$ 78.96	Per Test
V. Specific Gravity Fine Aggregate per ASTM C-128, Coarse Aggregate per ASTM C- 127.	\$ 78.96	Per Test
W. Weight per Cubic Feet per ASTM C-29.	\$ 78.96	Per Test
<b>9. STEEL (9.04)</b>		
(Use - AWA, AMS, AWS, ASME, API, as Applicable)		
A. Shop / Field Weld Inspection per ASTM D-5339 (4 Hrs. Min.)	\$ 87.61	Per Hour
B. AWS, AWA, ASME Welder Tests - Groove or Fillet Plate	\$ 232.54	Per Position
C. Reinforcing Steel Tensile Test Pipe	\$ 232.96	Per Position
D. Reinforcing Steel Deformation Test	\$ 141.44	Per Test
E. Reinforcing Bar Placement Inspection	\$ 51.92	Per Test
	\$ 87.61	Per Hour

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	<u>Unit Price</u>	<u>Unit</u>
<b>F. Chemical Laboratory Test</b>		
Welding Inspection and Dye Penetrant Weld Testing	\$ 87.61	Per Hour
<b>G. Radiograph Weld Inspection (Min. 4 Tests)</b>	\$ 151.42	Per Test
<b>H. Engineering Services</b>		
9H.1 Special Inspector for Threshold Buildings (State Certified) (2 Hrs. Min.)	\$ 129.79	Per Hour
9H.2 Special Inspector Designee (2 Hrs. Min.)	\$ 129.79	Per Hour
9H.3 Special Inspector under the Florida Building Code (2 Hrs. Min.)	\$ 129.79	Per Hour
<b>10. MECHANICAL (9.04)</b>		
A. Sound Surveys (Includes Travel Time)	\$ 106.00	Per Hour
B. Lighting Surveys (Includes Travel Time)	\$ 106.00	Per Hour
<b>11. FIRE PROOFING (9.04)</b>		
A. Inspection of Sprayed-On Fireproof Coating on Structural Steel.		
11A.1 4 Hours Minimum	\$ 87.61	Per Hour
11A.2 Laboratory Unit Weight Test of Fireproofing Coating per ASTM E-605	\$ 64.90	Per Test
11A.3 Field Adhesion / Cohesion Tests per ASTM E-736	\$ 137.23	Per Test
* If Additional Hours are Required Must Have Approval from Issuing Department		
<b>12. STRAIN MEASUREMENTS (SR4 INDICATOR) (9.04)</b>		
A. Technician Services to Install Gauges/Make Strain Reading (4 Hr. Min.)	\$ 87.61	Per Hour

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<b><u>13. ULTRASONIC INSPECTIONS (9.04)</u></b>		
A. Services of an Ultrasonic Technician and Equipment ( 8 Hours Min.)	\$ 135.20	Per Hour
B. Assistant Technician ( 8 Hours Min.)	\$ 62.73	Per Hour
<b><u>14. STRUCTURAL STEEL (9.04)</u></b>		
A. Welding Inspector Per AWS Code (4 Hrs. Min.)	\$ 87.61	Per Hour
B. Structural Steel Shop or Field Inspector (4 Hrs. Min.)	\$ 87.61	Per Hour
C. Bolt Tightening Inspection by Using:		
14C.1 Torque Wrench	\$ 87.61	Per Hour
14C.2 Reg. Wrench	\$ 87.61	Per Hour
14C.3 Filler Gauge	\$ 87.61	Per Hour
D. Structural Steel Testing / Inspection (4 Hrs. Min.)	\$ 87.61	Per Hour
<b><u>15. WELDING (9.04)</u></b>		
A. AWS Certified Welding Inspector (2 Hrs. Min.) (Per Inspection)	\$ 87.61	Per Hour
B. AWS Certified Welding Inspector / 1 Hr. PADI Certified (Min. 2 Inspectors per Inspection.)	\$ 151.42	Per Hour
<b><u>16. MAGNETIC PARTICLE TESTING (MAGNAFLUX) (9.04)</u></b>		
A. Services of a Non- Destructive Technician	\$ 87.61	Per Hour

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	<u>Unit Price</u>	<u>Unit</u>
B. Magnaflex Testing	\$ 83.28	Per Test
<b>17. ROOFING (9.05)</b>		
(All Tests Performed Shall be in Accordance with Current Edition of the Florida Building Code at Time the Work is Issued, further, Laboratory Shall be part of the Current Listing of Certified Laboratories for Miami-Dade County Building Department.)		
A. Built-Up Roof Sample Analysis (Test Method for Moisture in Mineral Aggregate used for Built-Up Roofs) (ASTM D-1864)	\$ 57.32	Per Test
B. ASTM 3617	\$ 326.64	Per Test
C. Compression Test - Roof Tiles	\$ 62.73	Per Hour
D. Absorption Test - Roof Tiles (Per Set of 5)	\$ 250.93	Per Set
E. Up-lift Test of Roof Tiles (Per Set of 5)	\$ 302.85	Per Set
F. Core Samples (per Architect / Engineer's Recommendations)	\$ 78.96	Per Sample
G. Visual Inspections		
Per Job Min.	\$ 767.94	Per Job Min.
Per Square Foot	\$ 0.18	Per Sq. Ft.
H. Infrared Moisture Survey (Mobilization of Equipment)		
Per Job Min.	\$ 854.46	Per Job Min.
Per Square Feet	\$ 0.28	Per Sq. Ft.
I. Asbestos Testing		
	\$ 68.24	Per Sample

**MIAMI-DADE COUNTY**  
**PROFESSIONAL SERVICES AGREEMENT TO PROVIDE**  
**"SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES" 2016-2019**

**CONTRACT NO. E15-PWWM-08**

	Unit Price	Unit
<b>J. Nuclear Moisture Testing</b>		
Per Job Min.	\$ 811.20	Per Job. Min
Per Square Feet	\$ 0.23	Per Sq. Ft.
<b>K. Impedence Moisture Survey (Machine) (Max. 3 cores)</b>		
Per Job Min.	\$ 854.46	Per Job. Min
Per Square Feet (Additional Sq. Ft. Survey)	\$ 0.28	Per Sq. Ft.
<b>L. Bonded Pull Test</b>		
Per New Pull Test (First 10,000 Sq. Ft. Per Deck) (10 Tests)	\$ 216.32	Per Test
Per New Roof (Core Sample)	\$ 54.08	Per Test
Existing Roof (Core Sample)	\$ 64.90	Per Test
<b>N. Bell Chamber Test (Max. 2 Tests / Any Additional Test \$300.00)</b>		
Title Uplift Test (TAS 106)	\$ 811.20	Per Test
<b>O. Title Uplift Test (TAS 106)</b>		
Per Square Feet (2,500 Sq. Ft.)	\$ 270.40	Per Sq. Ft.
Additional per Square	\$ 21.63	Per Sq. Ft.
<b>N. Engineer's Report</b>		
Engineer's Report	\$ 129.04	Per Hour

**22. MAINTENANCE OF TRAFFIC**

To be negotiated by Issuing Department if Required due to the Location of the Work to be Performed. Laboratory shall present proof of man hours and equipment used to provide the "Maintenance of Traffic".

**MIAMI-DADE COUNTY  
PROFESSIONAL SERVICES AGREEMENT TO PROVIDE  
"SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES" 2016-2019**

**CONTRACT NO. E15-PWWM-08**

	Unit Price	Unit
<b>23. ENGINEERING SERVICES</b>		
A. C.A.D. Operator	\$ 75.71	Per Hour
B. Staff Engineer	\$ 91.56	Per Hour
C. Professional Engineer	\$ 124.38	Per Hour
D. Senior Engineer	\$ 146.02	Per Hour
E. Principal	\$ 151.42	Per Hour
F. Clerical / Administrative	\$ 48.67	Per Hour
G. Engineering Technician (Applies to all Sub-Categories)	\$ 68.14	Per Hour

**Note:** Fees paid to the laboratories for the work performed shall be in accordance to the negotiated fees as shown on this "Fee Schedule". Nevertheless, hours for the work performed can be negotiated by the user department.

**24. UNDERGROUND UTILITY LOCATION AND INSPECTION**

It shall be noted that work performed for UNDERGROUND UTILITY LOCATION AND INSPECTION belongs to Sub-Category 15.03 - Underground Utility Location, Category 15.00 SURVEYING AND MAPPING. Laboratory firms must be Certified under Category 15.00, Sub-Category 15.03 in order to perform this type of work or they shall Sub-Contract any of the firms certified under this Category. Call Department of Business Development (DBD) for information on certified firms.

**MIAMI-DADE COUNTY, FLORIDA  
 NOTICE TO PROFESSIONAL CONSULTANTS (NTPC)  
 TRANSPORTATION AND PUBLIC WORKS DEPARTMENT  
 MISCELLANEOUS PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE SOILS,  
 FOUNDATIONS AND GEOTECHNICAL SERVICES  
 PROJECT NO. E15-PWWM-08**

The County Mayor, Miami-Dade County (County), pursuant to Section 287.055, Florida Statutes, Sections 2-8.1 and 2-10.4 of the County Code, Implementing Order 3-34, and Administrative Order (A.O.) 3-39 announces that professional engineering services will be required for the provisions of soils, foundations and geotechnical testing services, on an as-needed basis, for the Department of Public Works and Waste Management (PWWM).

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- 1 Miami-Dade County Letter of Qualifications (LOQ)
- 1 ISD Forms No. 5
- 1 Exhibit "A" Draft Professional Services Agreement (PSA)
- 1 Exhibit "B" Economic Opportunities and Affirmative Marketing Plan (Plan)

## DIVISION 1.0 PROCEDURES AND SCOPE OF SERVICES

### 1.1 DEFINITIONS

The following definitions, as well as additional terms necessary for understanding the provisions of this solicitation, are defined in A.O. 3-39. Subject legislation may be obtained via the internet at [www.miamidade.gov](http://www.miamidade.gov), or from the Clerk of the Board (COB); refer to Division 2.2 for COB location.

- a) A/E: Architectural and engineering.
- b) BCC: Board of County Commissioners
- c) COB: Clerk of the Board.
- d) CSC: Competitive Selection Committee. As defined in Section 2-10.4 (5) of the Code, the committee appointed by the County Mayor or County Mayor's designee to evaluate qualifications and performance of the firms requesting consideration for the specific project, and select the most qualified firm (s) to perform the services.
- e) Consultant: Respondent that receives an award of a contract, from the County, as a result of this solicitation. Consultant is also synonymous with the term "prime consultant".
- f) Contract: Synonymous with the term "agreement." An agreement refers to the Professional Services Agreement (PSA).
- g) E&Q: Experience and Qualifications. An aptitude and knowledge/familiarity factor which shall be considered by the appointed CSC during the evaluation process.
- h) ISD: Internal Services Department: County department which combined the former Americans with Disability Act Coordination, Capital Improvements, General Services Administration, and Procurement Management departments.
- i) LOQ: Letter of Qualifications. A two-page document identified in this NTPC, which will be utilized by Miami-Dade County to obtain information from A/E firms about their qualifications. Subject LOQ is required to be submitted on or before the deadline for receipt of proposals.
- j) Non-Responsive: Term utilized to identify a proposer, who in the County's sole discretion, has not complied with all the material requirements outlined in the solicitation, as applicable. Those proposers who are found non-responsive may not be considered for contract award.
- k) NTPC: Notice to Professional Consultants. A document soliciting professional A/E services. Subject document contains scope description, technical certification requirements, applicable contract measures, data sheets (forms to be completed and submitted as part of the proposal), and submission dates.
- l) Preference: Term utilized to identify positive evaluation consideration granted, by the appointed CSC, to consultants demonstrating favored experience, as denoted in Section 1.2, Scope of Services.

- m) **Pre-Qualification Certification:** An annual certification process required of all firms providing A/E, landscape architectural, land surveying and mapping professional services pursuant to Miami-Dade County professional services agreements. Pre-qualification certification is the consolidation of various certification processes and includes, but may not be limited to, technical certification, affirmative action plan verification, vendor registration and execution of basic Miami-Dade County affidavits, as applicable. The pre-qualification certification program is administered by the ISD. Pre-Qualification approval is granted to firms who have received approval from ISD on all the required certification processes outlined above.
- n) **Project:** Shall mean that fixed capital outlay study or planning activity as defined in Section 2-10.4(1) (e) (1) and (2), of the Code.
- o) **Proposer:** The person, firm, entity or organization submitting a response to this solicitation. Term is synonymous with the words "submitter" and/or "respondent."
- p) **PSA: Professional Services Agreement.** Synonymous with the term "contract."
- q) **Responsive:** Term utilized to identify a proposer who, in the County's sole discretion, has complied with all the material requirements outlined in the solicitation, as applicable.

### **1.2 SCOPE OF SERVICES**

Miami-Dade County has the need to establish Professional Services Agreements (PSAs) to provide soils, foundations and geotechnical testing services necessary for design and construction projects funded by Road Impact Fees (RIF), the People's Transportation Plan (PTP), Secondary Gas Tax, the General Obligation Bond (GOB) Program, as well as other funding sources. These agreements will be available for other County Departments, including, but not limited to, the following: Aviation, Water and Sewer, Internal Services Department, Regulatory and Economic Resources, Public Housing and Community Development, Parks, Recreation and Open Spaces, and Seaport. The departments will utilize the Soils, Foundations and Geotechnical Services Agreements during its three (3) year effective term. The work is assigned on a rotational basis. The position of each consultant is determined by the amount of money awarded Countywide to each firm during the previous three (3) years. Thereafter, the position on the rotation is determined by adding the amount awarded for each rotation to the starting amount for each selected consultant. The number of agreements awarded will be determined by the number of qualified proposers who submit a proposal for this project.

The cost of services will be charged to the particular project requiring such services. The department requesting the services for a specific project, will provide the funding source prior to issuance of the Work Order; Work Orders will not be issued under this contract unless the specific user department identifies appropriate budgeted funds. PTP work authorizations provided under these contracts are subject to BCC and Citizen's Independent Transportation Trust approval.

### **1.3 TEAMING RESTRICTIONS**

Firms must submit as a sole respondent when responding to this solicitation. All affected proposals, wherein the respondent is in violation of this condition, shall not be considered.

1. Respondents may request to be considered for one or more of the technical certification categories noted in Section 1.6, Technical Certification Requirements. Sole respondent firms must be prequalified and technically certificated in one (1) or more of the technical certification categories noted in the aforementioned Section.

#### **1.4 PRE-QUALIFICATION REQUIREMENTS**

In accordance with Chapter 2, Section 2-10.4 and Administrative Order 3-39 of Miami-Dade County, all firms and/or individual consultants properly licensed to provide A/E, landscape architectural, land surveying and mapping services, regardless of their individual assignments in connection with this project, and responding to this solicitation must have filed a pre-qualification package with and have an approved pre-qualification status from ISD by the response deadline of this solicitation. Firms and/or individual consultants are required to have and maintain an approved pre-qualification certification status at the time of submittal to this NTPC, throughout the selection process, at time of award, and throughout the duration of the contract term without any lapses. Interested A/E firms must secure the required pre-qualification certification, which includes, but may not be limited to technical certification, affirmative action plan verification vendor registration and execution of basic Miami-Dade County affidavits, as applicable, prior to the submittal date. Proposers (prime and/or sub-consultants) failure to be pre-qualified, at the time of proposal submittal, shall render the proposal non-compliant.

PLEASE VERIFY EACH TEAM MEMBER PROVIDING A/E SERVICES HAS AN APPROVED PRE-QUALIFICATION CERTIFICATION PRIOR TO THE RESPONSE DEADLINE.

#### **1.5 WORK HISTORY DISCLOSURE**

Work History Disclosure (WHD) and supplement forms are not required to be submitted with the proposal. It is the requirement for all A/E firms to submit a Work History Disclosure (WHD) at least once. Subsequently, the Prime is responsible for submitting a Monthly Utilization Report (MUR) to report all payments to Primes and sub-consultants. WHD is limited to firms providing architectural, engineering, landscape architecture, land surveying and mapping services. Any firm proposing on this solicitation that has not previously submitted a WHD and up to date MURs is required to submit subject form(s), prior to the submittal date, to the Internal Services (ISD) Department, 111 N.W. 1st Street, 19th Floor, Miami, Florida 33128, Attention: Small Business Development. New firms requesting pre-qualification certification with Miami-Dade County to provide A/E, landscape architectural, land surveying and, mapping services are required to submit WHD forms to ISD. For additional information, please contact Small Business Development, at (305) 375-3111.

#### **1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS**

Sole respondent firms must be certified in one (1) or more of the following technical

certification categories:

- 9.01 Soils, Foundations and Materials Testing – Drilling, Subsurface Investigations and Seismographic Services
- 9.02 Soils, Foundations and Materials Testing – Geotechnical and Materials Engineering Services
- 9.03 Soils, Foundations and Materials Testing – Concrete and Asphalt Testing Services
- 9.04 Soils, Foundations and Materials Testing – Non-Destructive Testing and Inspections
- 9.05 Soils, Foundations and Materials Testing – Roof Testing and Consulting

To satisfy the technical certification requirements for the requested services, valid technical certification in one or more of the above-specified area(s) of work must be held by the respondent. Joint ventures will not be allowed. Furthermore, if an individual is providing services that require technical certification by Miami-Dade County, then said individual is required to have the relevant certification(s). Individuals who are not technically certified will not be allowed to perform work for those scopes of work requiring technical certification. Additionally, firms that list other areas of work as supplements to the required technical certifications must also be certified for those supplemental areas.

For non-project specific questions regarding Miami-Dade County's A/E Technical Certification and Certification Committee meeting dates, please contact Nubia Jarquin, ISD, at (305) 375-5637. Technical Certification application submission deadline dates and Technical Certification meeting dates may be accessed via the web at <http://www.miamidade.gov/procurement/library/pqc-tc-schedule-2016.pdf>.

Sole respondent's failure to be technically certified at the time of proposal submittal, as applicable, may cause the proposal to be deemed non-compliant.

**1.7 CONTRACT MEASURE(S)**

NOT APPLICABLE.

**1.8 SCHEDULE**

The anticipated schedule for this solicitation is as follows:

NTPC Available for Distribution:	February 1, 2016
Pre-Submittal Project Briefing:	February 8, 2016 at 10:00 A.M.
Location:	Stephen P. Clark Center 111 N.W. 1 <sup>st</sup> Street 18 <sup>th</sup> Floor, Conference Room 18-4 Miami, Florida 33128

Deadline for Receipt of Questions: February 12, 2016 at 5:00 P.M. (Local Time)

Deadline for Receipt of Proposals: March 11, 2016 at 3:30 P.M. (Local Time)

Location: Miami-Dade County, Clerk of the Board  
Stephen P. Clark Center  
111 NW 1<sup>st</sup> Street, 17<sup>th</sup> Floor, Suite 17-202  
Miami, Florida, 33128

A/E Consultant Selection Coordinator: Julie Whiteside  
Address: Stephen P. Clark Center  
111 N.W. 1<sup>st</sup> Street, Suite 1300  
Miami, FL 33128  
Telephone: (305) 375-1559  
E-Mail: [jwhites@miamidadegov](mailto:jwhites@miamidadegov)

All project specific questions and/or requests for public documents shall be addressed, in writing, to the A/E Consultant Selection Coordinator, referenced above, with a copy to the COB.

While attendance is not mandatory, interested parties are encouraged to attend the Pre-Submittal Project Briefing. This meeting provides interested parties a more detailed scope of the requested services, response requirements, and provides any necessary clarifications prior to the response deadline. Proposers are encouraged to submit any questions in writing, to the A/E Consultant Selection Coordinator no less than three (3) working days in advance of the Pre-Submittal Project Briefing date.

#### **1.9 ADDITIONAL INFORMATION/ADDENDA**

Requests for additional information or clarifications must be made in writing and addressed to the A/E Consultant Selection Coordinator denoted in this NTPC. Subject requests must be submitted no later than the deadline for receipt of questions specified in Section 1.8, Schedule. The request must contain the ISD project number, title, proposer's name, name of proposer's contact person, address, phone number and e-mail address. E-mails requesting additional information will be received by the A/E Consultant Selection Coordinator at the e-mail address specified in **Section 1.8** above.

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in the form of written addenda; subject addenda will be issued prior to the deadline for receipt of proposals. Proposers should not rely on any representations, statements or explanations other than those made in this NTPC, or in any written addenda to this NTPC. Where there appears to be conflict between the NTPC and any addenda, the last addendum issued shall prevail. It is the proposer's responsibility to assure receipt of all addenda. Proposers are required to acknowledge the number of addenda received, in the LOQ, as part of their proposal.

Proposers who obtain copies of this NTPC from sources other than the County's website risk the potential of not receiving addenda. Such proposers are solely responsible for those risks. Only proposers, who are included in the County's Vendors List, for this

### 1.10 NTPC AVAILABILITY

A solicitation notification will be forwarded electronically to all consultants who are pre-qualified with Miami-Dade County and who have denoted an e-mail address, and commodity code 99-999 (PRE-QUALIFIED ARCHITECTS AND ENGINEERS) on their vendor registration form. It will also be e-mailed to those that have vendor enrolled. The NTPC and accompanying documents may be obtained online at <http://www.miamidade.gov/procurement/solicitations.asp>. Once directed to the aforementioned site click on "Solicitations" for additional information on how to do business with Miami-Dade County. Copies of the NTPC, forms, and accompanying participation provisions, as applicable, may also be obtained from ISD at the Stephen P. Clark Center, 111 NW 1<sup>st</sup> Street, 13th Floor, Suite 1300, Miami, Florida 33128. The phone number for the unit is (305) 375-2307.

### 1.11 APPLICABLE LEGISLATION

The selected consultant will be required to abide by all applicable federal, state, and local laws, as amended. The following are among the applicable laws:

#### Florida Statute(s)

- Section 119.07: Inspection and Copying of Records; Photographing Public Records; Fees; Exemptions.
- Section 287.055: Consultants Competitive Negotiation Act
- Section 287.133: Public Entity Crimes

#### Miami-Dade County Code

- Section 2-1076: Office of the Inspector General
- Section 2-8.5: Local Preference
- Section 2-8.5.1: Local Certified Veteran Business Enterprise
- Section 2-8.8: Fair Subcontracting Practices
- Section 2-10.4: Acquisition of Professional Architectural, Engineering, Landscape Architectural or Land Surveying and Mapping Services.
- Section 2.11.1: Conflict of Interest and Code of Ethics
- Section 10-34: Listing of Subcontractors Required

#### Ordinance(s)

- 03-27: Cone of Silence
- 03-107: Ordinance Amending Section 2-11.1 (s) of the Conflict of Interest and Code of Ethics
- 07-65: Sustainable Building Program
- 08-92: Economic Stimulus Ordinance
- 09-68: Local Certified Service Disabled Veterans Preference
- 82-37: A/E Affirmative Action Plan
- 98-30: County Contractors- Employment/Procurement Practices
- 11-24: Community Business Enterprise
- 11-90: Ordinance Relating to the Collection of Data for a Disparity Study
- 14-79: Sea-Level Rise Ordinance

#### Implementing Order(s)

- 3-34: Formation and Performance of Selection Committees
- 3-32: Community Business Enterprise
- 3-41: Small Business Enterprise

Administrative Order(s)

- 3-20: Independent Private Sector Inspector General Services
- 3-26: Ordinance Amending Section 2-10.4 Requiring Certain Agreements for Professional Architectural and Engineering Services to Include Value Analysis as a Part of the Base Scope of Services.
- 3-39: Standard Process for Construction of Capital Improvements, Acquisition of Professional Services, Construction Contracting, Change Orders and Reporting
- 10-10: Duties and Responsibilities of County Departments for Compliance with the Americans with Disabilities Act (ADA)

Resolution(s)

- R-1040-93: Affirmative Action Plan Furtherance and Compliance
- R-385-95: Policy Prohibiting Contracts with Firms Violating the American with Disabilities Act (ADA) and Other Laws Prohibiting Discrimination on the Basis of Disability ADA Requirements, are a Condition of Award, as Amended by Resolution R-182-00
- R-894-05: Independent Private Sector Inspector General Services
- R-744-00: Requiring the Continued Engagement of Critical Personnel in Contracts for Professional Services for the Duration of the Project
- R-185-00: Domestic Violence Leave Requirements are A condition of Award
- R-273-05: Public Involvement Planning
- R-390-10: Resolution Rescinding Administrative Order 3-34, Formation and Performance of Selection Committees, and Approving Implementing Order 3-34 to Provide Direction to The County Mayor or His Designee Regarding the Formation and Performance of Selection Committees.
- R-63-14 – Contractor Due Diligence Affidavit

Copies of the aforementioned legislation may be obtained at the COB. Refer to Section 1.8, Schedule, for detailed COB location information).

**1.12 CONE OF SILENCE**

Pursuant to Section 2-11.1(t) of the Miami-Dade County Code, as amended, a "Cone of Silence" is imposed upon advertisement of each Request for Proposal (RFP) or Request for Qualifications (RFQ), and terminates at the time a written recommendation is issued to the County Mayor (Mayor) or Board of County Commissioners (BCC), as applicable. The Cone of Silence is hereby defined to mean a prohibition on the following, among possible others:

- a) Any communication regarding a particular RFP, RFQ or bid between a potential vendor, service provider, bidder, lobbyist, or consultant and the County's professional staff including, but not limited to, the Mayor and his or her staff;

- b) Any communication regarding a particular RFP, RFQ or bid between the Mayor, County Commissioners or their respective staffs and any member of the County's professional staff including, but not limited to, the Mayor and his or her staff;
- c) Any communication regarding a particular RFP, RFQ or bid between a potential vendor, service provider, bidder, lobbyist, or consultant and any member of the selection committee therefore;
- d) Any communication regarding a particular RFP, RFQ or bid between the Mayor, County Commissioners or their respective staffs and any member of the selection committee therefore;
- e) Any communication regarding a particular RFP, RFQ or bid between a potential vendor, service provider, bidder, lobbyist, or consultant and the Mayor, County Commissioners and their respective staffs; and
- f) Any communication regarding a particular RFP, RFQ, or bid between any member of the County's professional staff and any member of the selection committee therefore.

The Mayor and the Chairperson of the selection committee may communicate about a particular selection recommendation, but only after the committee has submitted an award recommendation to the Mayor and provided that should any change occur in the committee recommendation, the content of the communication and of the corresponding change as well as the reasons for such change shall be described in writing and filed by the Mayor with the COB and be included in any recommendation submitted by the Mayor to the BCC. Notwithstanding the foregoing, the Cone of Silence shall not apply to:

- a) Competitive processes for the award of Community Development Block Grants (CDBG), Home Investment Partnership Program (HOME), State Housing Initiatives Partnership (SHIP) and Surtax Funds administered by the Miami-Dade County, Office of Community and Economic Development and the community-based organization (CBO) competitive grant processes administered by the Park and Recreation, Library, Water and Sewer, and Solid Waste Departments, Cultural Affairs and Tourist Development Councils and the Department of Environmental Resources Management;
- b) Communications with the County Attorney and his or her staff;
- c) Communications between a potential vendor, service provider, bidder, consultant or lobbyist and employees of the Management and Technical Assistance Unit of SBD regarding small business and/or minority business programs, the CBE and Equitable Distribution Programs (EDP);
- d) Communications between a potential vendor, service provider, bidder, consultant or lobbyist and employees responsible for administering disadvantaged business enterprise programs in County departments receiving federal funds, provided the communications are limited strictly to matters of programmatic process or procedure;

- e) Duly noticed site visits to determine the competency of bidders regarding a particular bid during the time period between the opening of bids and the time the Mayor makes his or her written recommendation;
- f) Any emergency procurement of goods or services pursuant to Administrative Order 3-2;
- g) Communications regarding a particular RFP, RFQ or bid between any person and the Vendor Information Center staff, the procurement agent or contracting officer responsible for administering the procurement process for such RFP, RFQ or bid, provided the communication is limited strictly to matters of process or procedure already contained in the corresponding solicitation document;
- h) Communications between a potential vendor, service provider or bidder and employees the DPM or other department identified in the solicitation document as the issuing department; and
- i) Consultations by employees of the DPM with professional procurement colleagues in determining an appropriate approach or option involving a solicitation in progress.

#### Exceptions

- a) The provisions of this ordinance shall not apply to oral communications at pre-bid conferences, oral presentations before selection committees, contract negotiations during any duly noticed public meeting, public presentations made to the BCC during any duly noticed public meeting or communications in writing at any time with any county employee, official or member of the BCC unless specifically prohibited by the applicable RFP, RFQ or bid documents. The bidder or proposer shall file a copy of any written communication with the COB and the COB shall make copies available to any person upon request.
- b) The provisions of this ordinance shall also not apply to oral communications at briefings held by county commissioners and the County Mayor or his designee, after the selection committee or other evaluating group makes its recommendation to the Mayor, provided that the briefings are not intended to influence the outcome of the selection committee or other evaluating group's recommendation to the Mayor; provided, however, that this exception shall not apply to outside groups such as lobbyists or representatives of the responding or bidding companies or entities.

#### Penalties

- a) In addition to the penalties provided in Subsections (s) and (v) hereof, violation of this Subsection (t) by a particular bidder or proposer shall render any RFP award, RFQ award or bid award to said bidder or proposer voidable. Any person who violates a provision of this ordinance shall be prohibited from serving on a Miami-Dade County CSC. In addition to any other penalty provided by law, violation of any provision of this ordinance by a Miami-Dade County employee shall subject said employee to disciplinary action up to and including dismissal. Additionally, any person who has personal knowledge of a violation of this ordinance shall

report such violation to the State Attorney and/or may file a complaint with the Ethics Commission.

Within thirty (30) days of a recommendation from a selection committee, the County Mayor or his designee shall either appoint a negotiation committee or take other affirmative action with respect to the solicitation, including but not limited to rejection of proposals or recommendation for award. In the event that negotiations have not commenced within thirty (30) days, or if such other affirmative action has not been taken within thirty (30) days, the County Mayor or his designee shall report such event, and the reasons therefore, to the BCC. Additionally, the County Mayor or his designee shall present the COB with a recommendation for award, or a recommendation to reject proposals, within ninety (90) days from the date a selection committee makes a recommendation. In the event that the County Mayor or his designee has not provided such recommendation to the COB within ninety (90) days, the County Mayor or his designee shall provide a report on the status of the solicitation to the BCC, including the reasons for any delay.

Written communications may be in the form of an e-mail, with a copy to the COB at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov).

This language denoted above is only a summary of the key provisions of the Cone of Silence. Please review Section 2-11.1 (t) of the Miami-Dade County for a complete and thorough description of the Cone of Silence.

#### **1.13 COMMUNICATIONS AND SUBMITTAL OF ADDITIONAL INFORMATION**

Additional submittals and/or supplemental information after the submission deadline, as noted in Section 1.8, shall be submitted solely to the Clerk of the Board, and only upon request by the County Proposers are hereby advised that effective with the advertisement of this solicitation, proposers and their lobbyists are prohibited from having any communication, oral or written, with CSC members or the entire CSC outside of the publicly noticed Selection Committee meetings. All communications shall be forwarded to the A/E Selection Coordinator with a copy to the Clerk of the Board.

#### **1.14 LOCAL PREFERENCE**

Not applicable

#### **1.15 CONFIDENTIAL INFORMATION**

The proposer shall not submit any information in response to this solicitation which he or she considers to be a trade secret or confidential. The submission of any information to the County in connection with this solicitation shall be deemed conclusively to be a waiver of any trade secret or other protection, which would otherwise be available to the proposer.

If a proposer submits information to the County in violation of this restriction, either inadvertently or intentionally, and clearly identifies that information in the proposal as protected or confidential, then the County shall endeavor to redact and return subject information to the proposer as quickly as possible, if appropriate. The County will then evaluate the balance of the proposal. The redaction or return of information pursuant to this clause may render a proposal non-responsive.

#### **1.16 CONFLICT OF INTEREST RELATED TO SECTION 2-11.1 OF THE CODE OF MIAMI-DADE COUNTY**

Questions regarding organizational conflicts of interest shall be submitted prior to the submittal date and addressed to the Miami-Dade Commission on Ethics by any bidder, proposer, contractor, or subcontractor regarding potential organizational conflicts pertaining to its own bid, or by the local government contracting officer regarding potential organizational conflicts pertaining to any bidder, proposer, contractor, or subcontractor. The Commission on Ethics shall evaluate the request based on standards established under the Federal Acquisition Regulation (FAR) at 48 CFR §. 9.5 (2013) in order to determine if any possible organizational conflicts of interest exist. Determinations by the Commission on Ethics shall be deemed final. When a bidder, proposer, contractor, or subcontractor is found to have a conflict, the submittal presented by the conflicted party shall be rendered nonresponsive.

#### **1.17 DRAFT PROFESSIONAL SERVICES AGREEMENT (PSA)**

Proposers are invited to carefully review the draft PSA that is included in this NTPC. Please forward any comments and /or questions, in writing and prior to the conclusion of this selection process, to the A/E Consultant Selection Coordinator denoted in the NTPC. This draft PSA, together with the proposers' comments and/or question, if any, will be discussed during the negotiation meeting(s) with the selected sole respondent.

#### **1.18 SUSTAINABLE BUILDING PROGRAM, IF APPLICABLE**

The primary mechanism for determining compliance with the Sustainable Building Program shall be the U. S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Rating System. All construction projects are required to meet the standards delineated in Ordinance 07-65. Compliance shall be determined by completing a formal certification process with the U.S. Green Building Council, or as otherwise directed by the County's Sustainability Manager.

- New Construction (NC): All new construction projects shall be required to attain "Silver" or higher level rating under the LEED-NC Rating System.
- Major Renovations and Remodels: All major renovations and remodels shall attain "Certified" or higher level rating under the LEED-NC Rating System.
- Non-Major Renovations and Remodels: All non-major renovations and remodels shall attain "Certified" or higher level rating under the appropriate LEED Rating System such as LEED-NC, LEED-Existing Building (EB) or LEED-Commercial Interior (CI).
- Renovations, remodels, and other building upgrades not meeting the above criteria are encouraged to incorporate the maximum number of LEED approved green building practices as are feasible from a practical and fiscal perspective; however, LEED certification will not be required.

#### **1.19 VENDOR REGISTRATION**

A Miami-Dade County Vendor Registration Package (VRP) must be completed in order to be recommended for contract award. Effective July 1, 2008, a new VRP, inclusive of the Uniform Affidavit Packet (Affidavit Form), must be completed by vendors and returned to

ISD's, Vendor Assistance Unit, within fourteen (14) days of notification of the intent to recommend for contract award. In the event the VRP is not properly completed and returned within the specified time the County may, in its sole discretion, award to the next lowest responsive, responsible proposer. The proposer is responsible for downloading the VRP and applicable affidavits, from the ISD website at <http://www.miamidade.gov/procurement/vendor-services.asp>. In addition, copies of the VRP and applicable affidavits may be obtained from ISD's, Vendor Assistance Unit, located at the Stephen P. Clark Center, 111 N.W. 1<sup>st</sup> Street, 13<sup>th</sup> Floor, Miami, FL 33128.

#### **1.20 PUBLIC ENTITY CRIMES**

Pursuant to Paragraph 2(a) of Section 287.133, Florida Statutes, a person or affiliate who has been placed on the Convicted Vendor List following a conviction for a public entity crime is prohibited from the following:

- Submitting a proposal for a contract to provide any goods or services to a public entity;
- Submitting a proposal on a contract with a public entity for the construction or repair of a public building or public work;
- Submitting a proposal on leases of real property to a public entity;
- Being awarded or performing work as a contractor, supplier, sub-contractor, or consultant under a contract with any public entity;
- Transacting business with any public entity in excess of the threshold amount provided in Section 287.017 for Category Two (\$10,000), for a period of thirty-six (36) months from the date of being placed on the Convicted Vendor List.

#### **1.21 LOBBYIST CONTINGENCY FEES**

In accordance with Section 2-11.1(s) of the Code of Miami-Dade County, after May, 16, 2003, no person may, in whole or in part, pay, give or agree to pay or give a contingency fee to another person. No person may, in whole or in part, receive or agree to receive a contingency fee.

A contingency fee is a fee, bonus, commission or non-monetary benefit as compensation that is dependent on, or in any way contingent upon, the passage, defeat, or modification of: 1) any ordinance, resolution, action or decision of the BCC; 2) any action, decision or recommendation of the Mayor or any County board or committee; or 3) any action, decision or recommendation of any County personnel during the time period of the entire decision-making process regarding such action, decision or recommendation that foreseeably will be heard or reviewed by the BCC or a County board or committee.

#### **1.22 LOCAL CERTIFIED VETERAN BUSINESS ENTERPRISE PREFERENCE**

Not Applicable

#### **1.23 ENERGY EFFICIENT BUILDING TAX CREDIT, IF APPLICABLE**

The Energy Policy Act (EP Act) of 2005 (Section 1331) as established IRS Section 179D, allows taxpayers to accelerate depreciation on the cost of qualified energy efficient commercial building property placed-in-service after December 31, 2005. This Incentive

was recently extended by the Emergency Economic Stabilization Act of 2008, to include improvements placed-in-service before January 1, 2014. The returns may be amended going back three tax years, so projects that come on line in 2007 or afterwards are eligible.

The Consultant is designated as the Designer/Construction Manager ("the Designer") for the energy efficient improvements incorporated in the Energy Consumption Reduction Project ("the Project") for:

- a) The purposes of allocating accelerated depreciation benefits pursuant to Section 179D of the Internal Revenue Code of 1986, as amended (the "Code").
- b) If County and the Internal Revenue Service (IRS) determine that the Consultant is eligible and shall receive accelerated depreciation benefits as a "Designer" for the purposes of Section 179D of the Code or that the Consultant shall otherwise benefit financially from the monetization of the accelerated depreciation benefit, the Consultant hereby agrees to discount its contract price or provide a cash rebate to County (the determination of rebate versus discount to be determined by County in its sole discretion) in an amount equal to the total financial benefit realized by the Consultant; at the time the financial benefit to the Consultant becomes ascertainable.
- c) County reserves the right to retain a third party consultant (the "Third Party Consultant") –to manage and administer the process of obtaining and monetizing the accelerated depreciation benefit derived from the Project and to designate the Third Party Consultant as the "Designer" of the energy efficient improvements for the purposes of Section 179D of the Code.
- d) The County agrees to cooperate in all reasonable respects with the Consultant's efforts to obtain and monetize any such benefits derived from the Project on behalf of County.

#### **1.24 SCRUTINIZED COMPANIES**

By executing this proposal through a duly authorized representative, the proposer certifies that the proposer is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the proposer is unable to provide such certification but still seeks to be considered for award of this solicitation, the proposer shall, on a separate piece of paper, clearly state that it is on one or both of the Scrutinized Companies lists and shall furnish together with its proposal a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The proposer agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the proposer is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

**1.25 SUBCONTRACTORS - RACE, GENDER AND ETHNIC MAKEUP OF OWNERS AND EMPLOYEES**

Pursuant to Ordinance No. 11-90, for all contracts which involve the expenditure of one hundred thousand dollars (\$100,000) or more, the entity contracting with the County must report to the County the race, gender and ethnic origin of the owners and employees of its first tier subcontractors using the Subcontractor/Supplier Listing form. In the event that the successful proposer demonstrates to the County prior to award that the race, gender and ethnic information is not reasonably available at that time, the successful proposer shall be obligated by contract to exercise diligent efforts to obtain that information and to provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

**1.26 ACCESS STATEMENT FOR NOTICES OF PUBLIC MEETINGS AND DEPARTMENTAL PUBLICATIONS**

The Americans with Disabilities Act (ADA) obligates State and local governments to provide effective communications for individuals with disabilities. This includes written and oral communications. To request materials in accessible format, sign language interpreters, and/or any accommodation to participate in a County-sponsored program or meeting regarding this solicitation, please contact the Contracting Officer listed herein five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service).

**1.27 SEA LEVEL RISE**

In accordance with Ordinance 14-79, the Consultant shall consider the potential impacts of sea level rise.

## DIVISION 2.0 PROPOSAL REQUIREMENTS

### 2.1 FORMAT AND CONTENTS

Proposers should carefully follow the format and instructions outlined herein. The LOQ must include the signature of the firm's authorized representative. Please refer to Section 2.2, Submittal Requirements for Initial Submission and Second Tier Additional Information, when Applicable, for the amount of copies to be submitted.

Every proposer must be responsive to all applicable items contained in this NTPC. Proposers shall not modify any of the forms provided, and must submit the completed forms listed below in their proposal. Failure to provide all of the requested information may deem a respondent's proposal non-responsive.

Each proposal (original and copies) shall consist of the following documents in the order noted below and must be bound.

a) Letter of Qualifications

This document, together with all other ISD applicable forms, is available on Miami-Dade County's webpage at the following link:  
<http://www.miamidade.gov/procurement/architectural-engineering-forms.asp>.

b) Resumes

Resumes must be submitted for all team members participating on the project. Subject document must be paginated and include personnel's name at the top of each page.

Additional personnel which do not adequately fit in the space provided in the LOQ shall be added on an additional sheet to be appended to the LOQ.

c) ISD Form No. 5 - Lobbyist Registration Affidavit

Pursuant to Miami-Dade County's Ethics Commission Rules and Procedures, Section I, Subsection 9.7, Selection Committee Registration Requirements, please be advised of the following:

1. Any person who appears as a representative for an individual or firm, for an oral presentation before a County certification, evaluation, selection, technical review or similar committee, shall list on an affidavit provided by the County all individuals who may make presentations. The affidavit shall be filed with the COB at the time of response submittal.
2. The individual or firm must submit a revised affidavit for any additional team members with the COB, by the time of the scheduled oral presentation. Any person not listed on the revised affidavit or who is not a registered lobbyist will not be permitted to participate in the oral presentation.

- d) DOCUMENT 00400 – Section 3 Economic Opportunity and Affirmative Marketing Plan. All proposers are required to execute and submit Document 00400 with their proposal. An executed Plan document is the proposer's certification that he or she will undertake affirmative marketing efforts to comply with Plan requirements, including recruitment/selection of any S3 new hires or trainees. (Exhibit B)

Failure to provide the information required by Miami-Dade County may result in the negative evaluation of the team, or disqualification of the team, at Miami-Dade County's sole discretion.

Pursuant to an Ethics and Public Trust Commission opinion, dated March 15, 2005, respondents requesting professional references from Miami-Dade County employees must submit said request in writing, to the attention of subject County employee with a copy to the COB. The COB may be reached via e-mail at [clerkbcc@miamidade.gov](mailto:clerkbcc@miamidade.gov), or via facsimile at (305) 375-2484.

Pursuant to Section 2-11.1(p) of the Miami-Dade County Code, County employees may not provide personal letters of recommendation.

The County Mayor or County Mayor's designee may impose the loss of eligibility to participate in County contracts, for a specified period of time not to exceed five (5) years, upon an applicant, its individual officers, its shareholders with significant interests, and its affiliated businesses for violations of, or non-compliance with A.O. 3-39. Subject violations and/or non-compliance may include the falsification of information provided in a proposal and/or consultant selection documents.

Please note that the following forms are not required to be included with your proposal. The selected Proposer must submit the following after award, as applicable:

ISD Form No. 7 – Subcontractor/Supplier Listing (Ordinance 97-104)

ISD Form No. 9 – Fair Subcontracting Policies (Section 2-8.8 of the Miami-Dade County Code)

ISD Form No. 10 – Subcontractor Payment Report

## **2.2 SUBMITTAL REQUIREMENTS FOR INITIAL SUBMISSION AND SECOND TIER ADDITIONAL INFORMATION, WHEN APPLICABLE**

Interested firms must submit their proposal in sealed envelope(s) and/or container(s), which clearly state the following:

- Project Number
- Project Title
- Consultant's Name
- Consultant's Mailing Address
- Consultant's Telephone Number

Each sealed envelope and/or container shall include one (1) original, one (1) xerographic

copy, three (3) digital copy (CD), inclusive of the firm's authorized representative's signature. All sealed envelopes and/or containers shall be delivered to the following location:

**Miami-Dade County  
Clerk of the Board  
Stephen P. Clark Center  
111 NW 1<sup>st</sup> Street, Suite 17-202 - Miami, Florida 33128  
Attention: Ms. Julie Whiteside  
Re: ISD Project No. E15-PWWM-08**

Pursuant to Florida Statute 119.07(3) (m), all proposals received will become public record thirty (30) days after the response deadline.

To preclude a late respondent from having an advantage, economic or otherwise, all submittals shall be delivered to the COB, Suite 17-202, no later than the proposal submittal deadline denoted in Section 1.8, Schedule. The COB will stamp each submittal with the date and time of receipt. This stamp shall constitute definite evidence of such date and time. All proposals received and time stamped by the COB prior to the proposal submittal deadline shall be accepted as timely submittals. The circumstances surrounding all proposals received and time stamped by the COB after the proposal submittal deadline will be evaluated by the procuring department in consultation with the County Attorney's Office, in order to determine whether the proposal will be accepted as timely.

The responsibility for submitting a proposal to the COB, on or before the stated time and date, is solely and strictly the responsibility of the proposer. Miami-Dade County is not responsible for delays caused by any mail, package/couriers service, nor caused by any other occurrence.

Be advised that all sealed proposal envelopes and/or containers received after the specified response deadline may not be considered.

### **2.3 POSTPONEMENT/CANCELLATION**

The County may, at its sole and absolute discretion, reject any and all, or parts of any and all proposals; re-advertise this solicitation; postpone or cancel, at any time, this solicitation process; or waive any irregularities in this solicitation or in the proposals received as a result of this solicitation.

### **2.4 COSTS INCURRED BY PROPOSERS**

All expenses involved with the preparation and submission of proposals to the County, or any work performed in connection therewith, shall be the sole responsibility of the proposer(s). No payment will be made for any responses received, nor for any other effort required of, or made by the proposer(s) prior to commencement of work as defined by a contract approved by the BCC.

## **DIVISION 3.0 EVALUATION/SELECTION PROCESS**

### **3.1 INTRODUCTION**

The proposals will be evaluated for a minimum submittal requirements by the Procurement Management Services Division of the Internal Services Department.

### **3.2 SELECTION PROCESS**

Proposals will be reviewed for compliance with all requirements stipulated in the NTPC. Failure to meet the requirements as stated in this NTPC may render the proposal non-responsive.

### **3.3 PROPOSAL EVALUATION**

**ALL FIRMS RESPONDING TO THIS SOLICITATION, WHICH ARE PREQUALIFIED WITH MIAMI-DADE COUNTY AND ARE TECHNICALLY CERTIFIED IN ANY OF THE PROFESSIONAL CERTIFICATION CATEGORIES NOTED IN SECTION 1.6, A/E TECHNICAL CERTIFICATION REQUIREMENTS, WILL BE AWARDED A CONTRACT. FIRMS WITH ONE OR MORE COMBINATIONS OF TECHNICAL CERTIFICATION CATEGORIES WILL RECEIVE A SINGLE CONTRACT FOR THE ASSIGNED SERVICES.**

### **3.4 NEGOTIATIONS:**

The County reserves the right to enter into contract negotiations with the selected proposer(s). If the County and the proposer(s) do not agree to the terms of the PSA, then the County may elect to terminate negotiations and begin negotiating with the second highest ranked proposer and so forth. This process will continue until a contract has been executed, or all submittals have been rejected. No proposer shall have any claims and/or rights against the County arising from such negotiation and/or the qualification process.

**CARLOS A. GIMENEZ  
COUNTY MAYOR  
MIAMI-DADE COUNTY, FLORIDA**



**MIAMI-DADE COUNTY -- INTERNAL SERVICES DEPARTMENT (ISD)  
ARCHITECT-ENGINEER LETTER OF QUALIFICATIONS (LOQ)**

**(I) - PROJECT INFORMATION**

ISD Project No.: E15-PWVM-08 No Measure No. of Addenda Received:  
 Project Name: MISCELLANEOUS PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE SOILS FOUNDATIONS AND  
 GEOTECHNICAL TESTING SERVICES

**(II) - CONSULTANT INFORMATION**

Name: \_\_\_\_\_ FBIN: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Business Address: \_\_\_\_\_ Principal: \_\_\_\_\_ Phone: ( ) - \_\_\_\_\_  
 Contact Person's Name and Title: \_\_\_\_\_ Project Manager: \_\_\_\_\_ Fax: ( ) - \_\_\_\_\_  
 Assigned Personnel: \_\_\_\_\_

**(III) - A/E TECHNICAL CERTIFICATION REQUIREMENTS**

9.01	Soils, Foundations and Materials Testing - Drilling, Subsurface Investigations and Seismographic Services	<input type="checkbox"/>
9.02	Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services	<input type="checkbox"/>
9.03	Soils, Foundations and Materials Testing - Concrete and Asphalt Testing Services	<input type="checkbox"/>
9.04	Soils, Foundations and Materials Testing - Non-Destructive Testing and Inspections	<input type="checkbox"/>
9.05	Soils, Foundations and Materials Testing - Roof Testing and Consulting	<input type="checkbox"/>

**(IV) - RESUMES FOR ASSIGNED PERSONNEL**

Attach resumes for assigned personnel identified on this LOQ.

THE EXECUTION OF THE LOQ CONSTITUTES THE UNEQUIVOCAL OFFER OF PROPOSER TO BE BOUND BY THE TERMS OF HIS OR HER PROPOSAL. FAILURE OF AN AUTHORIZED PRIME FIRM REPRESENTATIVE TO SIGN THIS LOQ WHERE INDICATED BELOW, MAY RENDER THE PROPOSAL NON-RESPONSIVE. HOWEVER, THE COUNTY MAY, AT ITS SOLE DISCRETION, ACCEPT ANY PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE PROPOSER TO THE TERMS OF HIS OR HER OFFER.

**(V) - CONSULTANT ACKNOWLEDGEMENT**

I hereby certify that to the best of my knowledge and belief all the foregoing information is true and correct.

Authorized Prime Consultant's Representative: \_\_\_\_\_ Title: \_\_\_\_\_  
 (Print Name)

Signature Authorized Representative: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR MIAMI-DADE COUNTY - ISD USE ONLY  
DO NOT WRITE IN THIS SECTION**

**A/E TECHNICAL CERTIFICATION REQUIREMENTS**

TC #	Pre Q	TC	Additional Comments
9.01	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
9.02	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
9.03	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
9.04	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	
9.05	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	

**FOR MIAMI-DADE COUNTY - ISD USE ONLY  
DO NOT WRITE IN THIS SECTION**

**ISD FORMS AND OTHER DOCUMENTATION**

Forms	Verification	Additional Comments
Resumes	Yes <input type="checkbox"/> No <input type="checkbox"/>	
ISD Form No. 5	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Economic Opportunity and Affirmative Marketing Plan	Yes <input type="checkbox"/> No <input type="checkbox"/>	



The individuals named above are Registered and the Registration Fee is not required for the Oral Presentation ONLY. Proposers are advised that any individual substituted for or added to the presentation team after submittal of the proposal and filing by staff, MUST register with the Clerk of the Board and pay all applicable fees. Other than for the oral presentation, Proposers who wish to address the county commission, county board or county committee concerning any actions, decisions, or recommendations of County personnel regarding this solicitation in accordance with Section 2-11.1(s) of the Code of Miami-Dade County MUST register with the Clerk of the Board (Form BCCFORM2DOC) and pay all applicable fees.

I do solemnly swear that all the foregoing facts are true and correct and I have read or am familiar with the provision of Section 2-11.1(s) of the Code of Metropolitan Dade County as amended.

SIGNATURE OF AUTHORIZED REPRESENTATIVE \_\_\_\_\_

STATE OF \_\_\_\_\_ (Name and Title of Signatory, Printed or Typed)

COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_

BY \_\_\_\_\_ a \_\_\_\_\_ (Individual, Officer, Partner or Agent) (Sole, Corporation or Partnership)

who is personally known to me or who has produced \_\_\_\_\_ as identification, and who did/did not take an oath.

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(Signature of Notary Public Taking Acknowledgment)

(Name of acknowledged typed, printed or stamped)

\_\_\_\_\_ (Title or Rank) \_\_\_\_\_ (Serial Number, if any)

(ATTACH ADDITIONAL COPIES OF THESE SHEETS IF NECESSARY)

**Exhibit "A"**

**Draft Professional Services Agreement (PSA)**

MISCELLANEOUS PROFESSIONAL SERVICES AGREEMENTS TO PROVIDE  
SOILS, FOUNDATIONS AND GEOTECHNICAL TESTING SERVICES  
ISD PROJECT NO. E13-PWWM-08

THIS NON-EXCLUSIVE AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between Miami-Dade County, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY", and \_\_\_\_\_, a Florida Corporation, hereinafter referred to as the "LABORATORY"

WITNESSETH:

For and in consideration of the mutual agreements hereinafter contained, the COUNTY hereby retains the LABORATORY and the LABORATORY hereby covenants to provide the professional services prescribed herein in connection with the following applicable categories:

- Testing, Drilling, Subsurface Investigations and Seismographic Services (9.01).
- Geotechnical and Materials Engineering Services (9.02).
- Concrete and Asphalt Testing (9.03).
- Non Destructive Testing and Inspections (9.04).
- Roof Testing and Consulting (9.05).

SECTION I - COUNTY OBLIGATIONS

The COUNTY agrees that the Transit and Public Works Department or its authorized designee shall furnish to the LABORATORY any plans and other data available in the COUNTY files pertaining to the work to be performed under this Agreement. Information shown on such plans or data shall be that which has been made

available to the COUNTY, and shall be provided to the LABORATORY without guarantee regarding its reliability and accuracy; the LABORATORY shall be responsible for independently verifying such information if it shall be used by the LABORATORY to accomplish the work undertaken pursuant to this Agreement.

The Director of the Transit and Public Works Department, hereinafter referred to as the "Director", reserves the right to guarantee the accuracy of information provided by the COUNTY to the LABORATORY.

When such guarantee is provided in writing, the LABORATORY shall not be compensated for independent verification of said information.

There are no specific projects to be designated under this Agreement. The LABORATORY shall be issued work orders by the Director as the need for services arises, covering in detail the scope, time for completion and compensation for the work to be accomplished. In case of emergency, the COUNTY reserves the right to issue oral authorization to the LABORATORY with the understanding that written confirmation shall follow immediately thereafter. The LABORATORY shall submit a proposal upon the Director's request prior to the issuance of a Notice to Proceed. No payment shall be made for the LABORATORY's time or services in connection with the preparation of any such proposal. The Director or his authorized representative shall confer with the LABORATORY before any Notice to Proceed is issued to discuss and agree upon the scope, time for completion, and fee for services to be rendered pursuant to this Agreement.

**SECTION II - PROFESSIONAL SERVICES**

Upon receipt of authorization to proceed from the COUNTY agency representative, the LABORATORY agrees to perform professional services associated with the requested work in accordance with the applicable Work Order. In connection with Professional Services to be rendered pursuant to this Agreement, the LABORATORY further agrees:

- A. To test and inspect all materials in accordance with the requirements of this Agreement; that all tests and inspections performed shall comply in all aspects to the specifications for the construction contract for which the testing services are to be performed; and that payment for services shall not exceed the fees as shown in the attached Fee Schedule, with the following exceptions.
- B. That whenever conditions arise, which require full-time services from one or more staff members of the LABORATORY, fees may be reduced by negotiation.
- C. That should LABORATORY services be required which are not included in the attached Fee Schedule, the fees for such services shall be negotiated.
- D. That the LABORATORY shall provide a maximum of five (5) copies of testing and inspection reports in accordance with the designated distribution. Additional reports, when authorized by the COUNTY or its representative, shall be supplied at the rates as shown on the Fee Schedule.
- E. That the Laboratory shall provide to the County on a yearly basis copies of the Occupational License and Certificate of Occupancy.

**SECTION III - TERM OF AGREEMENT**

This Agreement shall remain in full force and effect for a period of three (3) years after its date of execution (although actual completion of the services hereunder may extend beyond such term) or until depletion of the funds allocated to pay for the cost of the services described herein, whichever occurs first, unless terminated by the County or as otherwise provided in Section XI, Section XVI, Section XXII, Section XXIII and Section XXIV herein. However, performance of specifically and properly authorized services which extend beyond the Agreement's three-year

effective term shall be compensated in accordance to Section III hereof.

#### SECTION IV – SCHEDULE OF WORK AND TIME FOR COMPLETION

The services to be rendered by the LABORATORY for each section of the work shall commence upon receipt of a written Work Order from the Public Works and Waste Management (Director) subsequent to the execution of the Agreement, and shall be completed within the time stated in the Work Order.

A reasonable extension of time shall be granted in the event there is a delay on the part of the COUNTY in fulfilling its part of the Agreement or should a Force Majeure, as defined in Section XVI hereof, render performance of the Laboratory's duties impossible. Such extensions of time shall not be cause for any claim by the Laboratory for extra compensation.

#### SECTION V – COMPENSATION

The COUNTY agrees to pay and the Laboratory agrees to accept, for services rendered pursuant to this Agreement, which are specifically authorized in writing by the County, including work as stipulated by Section II - Professional Services and all preliminary and/or incidental work thereto, fees computed in accordance with one or a combination of the methods outlined below:

A. Fees based on Fixed Hourly Rates: See Appendix "A"

B. Fees as a Multiple of Direct Salary Cost and Fixed Hourly rate.

The fees for services rendered by individuals whose personnel categories are not listed above, shall be computed based on the direct salary cost (as reported to the Internal Revenue Service) for the time said personnel are engaged directly in the work times a multiplier of 2.85 for office personnel, and 2.1 for field personnel, and the direct hourly salary times the multiplier are not to exceed \$ 140.00 per hour.

C. Fees Based on Lump Sums

The fee for any requested portion of work may, at the option of the COUNTY, be a lump sum mutually agreed upon by the COUNTY and the LABORATORY and stated in the written Notice to Proceed or Work Order. Lump sum fees may or may not include reimbursable expenses.

D. Overtime Work

Adjustments of compensation and time for completion of services there under, due to any major changes in the work, which might become necessary or be deemed desirable as the work progresses, shall be left to the absolute discretion of the Director, or designee. Should overtime work be necessary and when it is authorized in advance by the Director, such work that is performed by the Consultant's, project manager excluded, shall be compensated in accordance with the Laboratory's overtime rate policy, not to exceed time-and-a-half of the rates set forth in "Appendix A". The Principal of the firm shall not be compensated for overtime work.

E. Reimbursable Expenses

The Laboratory shall be compensated for certain work related expenditures not covered by fees for Laboratory Services, provided such expenditures are previously authorized by the Director or his/her designated designee. Reimbursable expenses may include: Expenses for document reproduction, rental of specialized equipment, and purchase of special instruments necessary for the efficient performance of the work, provided that such instruments remain the property of the County upon work completion all of the above shall be reimbursed on a direct cost basis. Prior written approval from the COUNTY shall be obtained for the aforementioned reimbursable expenditures.

TOTAL COMPENSATION

SECTION VI - PAYMENT

The LABORATORY will accept as full payment for all expenses, work and materials necessary and incidental to the performance of the testing and inspection services, the sum determined by applying to the quantities of the items tested and inspected, the unit prices named in the Fees Schedule furnished at the time of contract execution.

**SECTION VII - MONTHLY PAYMENT**

Payment will be made monthly, by the County Departments issuing a work order, on invoices rendered for testing services performed and accepted. Each invoice shall have attached to it a copy of the report involved.

**SECTION VIII - PROMPT PAYMENT**

It is the policy of Miami-Dade County that payment for all purchases by County agencies and the Public Health Trust shall be made in a timely manner and that interest payments be made on late payments. In accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code, the time at which payment shall be due from the County or the Public Health Trust shall be forty-five (45) days from receipt of a proper invoice. The time at which payment shall be due to small businesses shall be thirty (30) days from receipt of a proper invoice. All payments due from the County or the Public Health Trust, and not made within the time specified by this section, shall bear interest from thirty (30) days after the due date at the rate of one percent (1%) per month on the unpaid balance. Further proceedings to resolve disputes for payment of obligations shall be concluded by final written decision of the Mayor, or his or her designee(s), not later than sixty (60) days after the date on which the proper invoice was received by the County or the Public Health Trust.

It is the policy of the COUNTY that payment for all purchases by COUNTY agencies and the Public Health Trust shall be made in a timely manner and that interest payments are made on late payments, in Accordance with Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code.

**SECTION IX - UTILIZATION REPORT (UR)**

Pursuant to Administrative Order (A.O.) 3-32 Community Business Enterprise (CBE) A&E Program and/or A.O. 3-39 for the Resolution Repealing County Administrative Orders 3-33, 3-14 AND 3-28 And Establishing Administrative Order 3-39 Standard Process For Construction Of Capital Improvements, Acquisition Of Professional Services, Construction Contracting, Change Orders and Reporting, the Consultant is required to file utilization reports with the Miami-Dade County contracting department monthly, unless designated otherwise. URs are required to accompany every invoice. The UR should indicate the amount of contract monies received and



Memorandum



To: Honorable Chairman Jean Monestime  
and Members, Board of County Commissioners

From: Charles Scurr, Executive Director

Date: October 13, 2016

Re: **CITT AGENDA ITEM 5C:**

RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST RECOMMENDING THE BOARD OF COUNTY COMMISSIONERS (BCC) APPROVE A CONTRACT AWARD FOR PROFESSIONAL SERVICES AGREEMENTS WITH TWENTY-ONE (21) CONSULTING FIRMS TO PROVIDE SOILS, FOUNDATION AND GEOTECHNICAL TESTING SERVICES (PROJECT NO. E15-PWWM-08; CONTRACT NO. 20160209) AND AUTHORIZING THE USE OF VARIOUS FUNDING SOURCES INCLUDING CHARTER COUNTY TRANSPORTATION SURTAX IN AN AMOUNT UP TO **\$2,000,000.00**, AND BUILDING BETTER COMMUNITIES GENERAL OBLIGATION BOND FUNDS (**DTPW - BCC Legislative File No. 162243**)

On October 13, 2016, the CITT voted (11-0) to forward a favorable recommendation to the Board of County Commissioners (BCC) for the approval of the above referenced item, CITT Resolution No. 16-051. The vote was as follows:

Hon. Anna E. Lightfoot-Ward, Ph.D, Chairperson – Aye  
Glenn J. Downing, CFP®, 1<sup>st</sup> Vice Chairperson – Aye  
Joseph Curbelo, 2<sup>nd</sup> Vice Chairperson – Aye

Alfred Holzman – Aye  
Peter L. Forrest – Aye  
Prakash Kumar – Aye  
Alicia Menardy, Esq – Aye  
Paul J. Schwiep, Esq. – Absent  
L. Elijah Stiers, Esq. – Aye

Oscar Braynon – Aye  
Ricardo E. Gonzalez – Absent  
Jonathan Martinez – Absent  
Miles E. Moss, P.E. – Aye  
Marilyn Smith – Aye  
Hon. Linda Zilber – Absent

cc: Alina Hudak, Deputy Mayor  
Bruce Libhaber, Assistant County Attorney