



March 8, 2013

To: CBE Architectural Firms (Re-send)

Re: Professional Services Agreement for A & E Services

Project No.: A12-HT-01

The above-referenced project is being considered for competition solely among Community Business Enterprise (CBE) firms, as a **Tier 1 CBE Set-Aside**. If you are interested in participating as a **1st Tier CBE Prime Consultant** to perform work in connection with this project, **please complete and return the attached Verification of Availability form and provide examples of work your firm has completed (required) on similar projects as outlined in the attached project description, by 3:00pm, Wednesday March 13, 2013.**

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

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

Sincerely,

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

Vivian O. Walters, Jr.,
Contract Development Specialist 2
Sustainability, Planning & Economic Enhancement Dept. (SPEED)
Small Business Development Division

Attachments

DESCRIPTION OF PROJECT

Project Title: Professional Services Agreement for A & E Services

Project Number: A12-HT-01

Department: Homeless Trust

Estimated Cost: \$750,000.00

Technical Categories:

TC No.	Description	Percentage	Amount
14.00	Architecture (Prime)	32%	
18.00	Architectural Construction Management	7%	
11.00	General Structural Engineering	15%	
12.00	General Mechanical Engineering	10%	
13.00	General Electrical Engineering	10%	
16.00	General Civil Engineering	8%	
17.00	Engineering Construction Management	7%	
20.00	Landscape Architecture	8%	
22.00	ADA Title II Consultant	3%	
Total Estimated Consultant Fees		100%	\$750,000.00

Overall Project Description

The project is for design services to provide construction documents for a new domestic violence center that emphasize site security and confidentiality for protection of its residents with a maximum award of \$750,000 and an effective term of two years and a one year option to extend.

The scope of work includes a design that accommodates 60 emergency shelter beds and space for future growth, kitchens to facilitate multi-family meal preparation, laundry facilities, communal spaces, indoor and outdoor play spaces, and space for staff and support services. The design will incorporate strategies that position rooms, windows and skylights to maximize natural daylight and provide views of natural features like gardens and trees while preserving the feeling of security. The facility will incorporate accessible design features to accommodate residents with disabilities. Design strategies will incorporate quiet spaces outside residents' rooms to facilitate healing from trauma and increase options for privacy. The design will also provide indoor and outdoor spaces for pets and service animals.

Do you have prior experience satisfying the above stated?

Yes _____ No _____

*Minimum Requirements

- **Prime must be certified in both 14.00 and 18.00.**

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

The Prime firm must designed a "**domestic violence center**" in the past ten (10) years:

Do you have prior experience satisfying the above stated?

Yes _____ No _____

The prime firm must have experience in "**working with governmental agencies**".

Do you have prior experience satisfying the above stated?

Yes _____ No _____

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

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