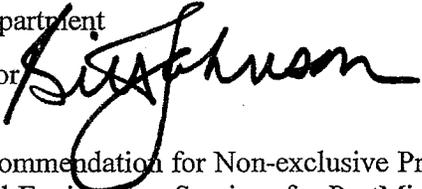


Memorandum



Date: December 2, 2013

To: Lester Sola, Director
Internal Services Department

From: Bill Johnson, Director
PortMiami 

Subject: Re-submittal of Recommendation for Non-exclusive Professional Services Agreement for Architectural and Engineering Services for PortMiami Cruise Terminals, Contract No. A13-SEA-02, Project No. 2013-001

In accordance with Administrative Order 3-39, after six (6) months, all contracts not advertised, must be re-submitted to the Division of Small Business Development (SBD), to establish current availability. SBD previously approved the subject project for a 15% Community Business Enterprise Goal on May 16, 2013. Due to a supplemental Responsibility Review conducted for the preceding Contract No. A12-SEA-01 – Architectural and Engineering Services for PortMiami Cruise Terminals, PortMiami was unable to advertise this project within the appropriate timeframe. Therefore, PortMiami requests your assistance in forwarding the re-submittal to SBD for re-evaluation of the Community Business Enterprise (CBE) measures, to proceed with the advertisement and subsequent bidding of the project.

Modifications to PortMiami's original memorandum, dated May 13, 2013, are as follows:

1. The first paragraph of the scope of work shall be replaced with the following:

Professional Services Agreement (PSA) for Architectural and Engineering Services for PortMiami Cruise Terminals: The Consultant shall provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize existing Cruise Terminals B, C, D, E, and J, existing or new Operational and Maintenance Support Facilities for the existing cruise terminals, and Design Criteria Professional services for new Cruise Terminals. Work scope will be assigned equitably by PortMiami.

2. The second paragraph of the qualifications shall be replaced with the following:

The prime consultant and/or subconsultants selected for award of this solicitation will not be allowed to propose or be considered for design-build projects of Cruise Terminals, for which design criteria specifications are developed for PortMiami under this A/E Services Agreement.

Should you have any questions, please feel free to contact Ms. Elizabeth Ogden, R.A., LEED AP, Chief of Architectural/Engineering Design Services at (305) 347-5521.

Attachments

Memorandum



Date: May 13, 2013

To: Jack Osterholt, Deputy Mayor/Director
Regulatory and Economic Resources

From: Bill Johnson, Director
PortMiami *Bill Johnson*

Subject: Recommendation for Non-exclusive Professional Services Agreement for Architectural and Engineering Services for PortMiami Cruise Terminals, Contract No. A13-SEA-02, Project No. 2013-001

Your assistance in reviewing this request and forwarding the attached recommendation to the Division of Small Business Development (SBD) for consideration is respectfully requested. It is recommended that SBD review the attached request for Community Business Enterprise (CBE) measures for this project, in order to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for Architectural and Engineering Services for PortMiami Cruise Terminals: The Consultant shall provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize existing Cruise Terminals B, C, D, E, H, and J, and existing or new Operational and Maintenance Support Facilities for the existing cruise terminals, Design Criteria Professional services for a new Cruise Terminal B and planning/programing services for a new Cruise Terminal A. Work scope will be assigned equitably by PortMiami.

The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services. These professional services are required to provide state of the art facilities to support Port Operations that are evolving as the industry advances. The project may include upgrades for all or some of the following components: Ferry Terminals or Day Cruise Operations; Provisional Operations; Baggage Conveyance Systems; Horizontal and Vertical Circulation Systems; Connection of Boarding Bridges to Facilities; Landside and Waterside Site Development; Wharf and Berthing Improvements; Wharf Access; Intermodal Areas; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements including checkpoints and CBP Processing Areas; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

The consultant shall provide all the necessary investigations; surveys; site investigations; studies; modeling; architectural and engineering designs and design criteria; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); audio/visual design; cost estimates; schedules; coordination with baggage carousels, passenger boarding bridges (PBB), and Art in Public Places; value engineering coordination; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services and review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project.

All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements; PortMiami Design Guidelines; and the United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS), Small Sea/Cruise/Ferry Federal Inspection Services (FIS) Facility Requirements, Standards for Security of International Cargo; as needed and conform with the County's Sustainable Buildings Program, Implementing Order No. 8-8.

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.02	Port and Waterway Systems – Architectural Design (PRIME)	26%	\$ 572,000.00
5.03	Cruise Terminal Design (PRIME)	36%	\$ 792,000.00
18.00	Architectural Construction Management (PRIME)	16%	\$ 352,000.00
22.00	ADA Title II Consultant (PRIME)	2%	\$ 44,000.00
5.04	Cruise Terminal Equipment Design	3%	\$ 66,000.00
5.08	Port and Waterway Systems – Marine Engineering Design	1%	\$ 22,000.00
5.10	Transportation Systems Design	2%	\$ 44,000.00
11.00	General Structural Engineering	3%	\$ 66,000.00
12.00	General Mechanical Engineering	2%	\$ 44,000.00
13.00	General Electrical Engineering	2%	\$ 44,000.00
15.01	Land Surveying	1%	\$ 22,000.00
16.00	General Civil Engineering	2%	\$ 44,000.00
17.00	Engineering Construction Management	3%	\$ 66,000.00
20.00	Landscape Architecture	1%	\$ 22,000.00
Total Estimated Professional Fees		100%	\$ 2,200,000.00

The prime consultant must hold Technical Certifications 5.02 - Port and Waterway Systems - Architectural Design, 5.03 - Cruise Terminal Design, 18.00 - Architectural Construction Management, and 22.00 - ADA Title II Consultant. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County at the time of qualifications submittal in the Technical Certification Categories identified above. Interested professional architectural firms must have five years experience for similar work as described in the scope of services denoted above (applies only to prime consultants).

The prime consultant and/or subconsultants selected for award of this solicitation will not be allowed to propose or be considered for the design-build project of Cruise Terminal B, for which design criteria specifications are developed for PortMiami under this A/E Services Agreement.

PortMiami will select two (2) consultant teams via two (2) separate Notices to Professional Consultants. The schedule for selection of a consulting team and subsequent award of a PSA under ISD Project No. A12-SEA-01 will precede the selection of a consulting team and subsequent award of a PSA under ISD Project No. (A13-SEA-02). The Prime Consultant and/or subconsultants selected for award of a PSA under ISD Project No. A12-SEA-01 will be precluded from proposing or being considered for award of a PSA under ISD Project No. A13-SEA-02.

Jack Osterholt
Deputy Mayor/Director
Page 3

The CBE Goal recommendation is **15.00%**. The Agreement will be in the approximate amount of \$2,200,000.00, which includes the 10% contingency, and shall remain in effect for a total of four (4) years with two (2), one-year options to extend. Should you have any questions, please feel free to contact Ms. Elizabeth Ogden, R.A., LEED AP, Chief of Architectural/Engineering Design Services at (305) 347-5521.

Attachments

**DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND
RECOMMENDATION**

Contract/Project Title Architectural and Engineering Services for Port Miami Cruise Terminals
 Contract/Project No. A13-SEA-02 / 2013-001
 Description See attached Scope of Work
 Department Seaport Contact Elizabeth Ogden Phone (305) 347-5521
 Estimated Cost 1 Agreement for \$2,200,000.00 Funding Source Seaport Loans

ANALYSIS

Commodity/Service No. _____ SIC _____

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases for Previous Three (3) years

Check Here if this is a New Contract/Purchase with Previous History

	<u>Existing</u>	<u>2nd Year</u>	<u>1st Year</u>
Contractor	_____	_____	_____
Ethnicity/Race	_____	_____	_____
Gender	_____	_____	_____
Contract Value	_____	_____	_____
Comments	_____		

RECOMMENDATIONS

<u>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>15.00%</u>	<u>N/A</u>	_____	
<u>Analysis for Goal Recommendation</u>			
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>5.02 Port & Waterway Systems – Architectural Design (Prime)</u>	<u>\$ 572,000.00</u>	<u>26%</u>	_____
<u>5.03 Cruise Terminal Design (Prime)</u>	<u>\$ 792,000.00</u>	<u>36%</u>	_____
<u>18.00 Architectural Construction Management (Prime)</u>	<u>\$ 352,000.00</u>	<u>16%</u>	_____
<u>22.00 ADA Title II Consultant (Prime)</u>	<u>\$ 44,000.00</u>	<u>2%</u>	_____
<u>5.04 Cruise Terminal Equipment Design</u>	<u>\$ 66,000.00</u>	<u>3%</u>	_____
<u>5.08 Port & Waterway Systems – Marine Engineering Design</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>>3</u>
<u>5.10 Transportation Systems Design</u>	<u>\$ 44,000.00</u>	<u>2%</u>	_____
<u>11.00 General Structural Engineering</u>	<u>\$ 66,000.00</u>	<u>3%</u>	<u>>3</u>
<u>12.00 General Mechanical Engineering</u>	<u>\$ 44,000.00</u>	<u>2%</u>	<u>>3</u>
<u>13.00 General Electrical Engineering</u>	<u>\$ 44,000.00</u>	<u>2%</u>	<u>>3</u>
<u>15.01 Land Surveying</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>>3</u>

RECOMMENDATIONS

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>16.00 General Civil Engineering</u>	<u>\$ 44,000.00</u>	<u>2%</u>	<u>>3</u>
<u>17.00 Engineering Construction Management</u>	<u>\$ 66,000.00</u>	<u>3%</u>	<u>>3</u>
<u>20.00 Landscape Architecture</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>>3</u>
Total	<u>\$ 2,200,000.00</u>	<u>100%</u>	

Basis for Recommendation

Gus Peto
By PortMiami

Date to SBA/DPM

**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO PROFESSIONAL CONSULTANTS (NTPC)
MIAMI-DADE SEAPORT DEPARTMENT (SEA)
ARCHITECTURAL AND ENGINEERING SERVICES FOR PORTMIAMI
CRUISE TERMINALS**

ISD PROJECT NO. A13-SEA-02

1.2 SCOPE OF SERVICES

PortMiami is seeking consultant services from one (1) qualified consulting team, to provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize existing Cruise Terminals B, C, D, E, H, and J, and existing or new Operational and Maintenance Support Facilities for the existing cruise terminals, Design Criteria Professional services for a new Cruise Terminal B and planning/programming services for a new Cruise Terminal A. Work scope will be assigned equitably by PortMiami.

The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services. These professional services are required to provide state of the art facilities to support Port Operations that are evolving as the industry advances. The project may include upgrades for all or some of the following components: Ferry Terminals or Day Cruise Operations; Provisional Operations; Baggage Conveyance Systems; Horizontal and Vertical Circulation Systems; Connection of Boarding Bridges to Facilities; Landside and Waterside Site Development; Wharf and Berthing Improvements; Wharf Access; Intermodal Areas; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements including checkpoints and CBP Processing Areas; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

The consultant shall provide all the necessary investigations; surveys; site investigations; studies; modeling; architectural and engineering designs and design criteria; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); audio/visual design; cost estimates; schedules; coordination with baggage carousels, passenger boarding bridges (PBB), and Art in Public Places; value engineering coordination; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services and review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project.

All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements; PortMiami Design Guidelines; and the United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS), Small Sea/Cruise/Ferry Federal Inspection Services (FIS) Facility Requirements, Standards for Security of International Cargo; as needed and conform with the County's Sustainable Buildings Program, Implementing Order No. 8-8.

One PSA with a not to exceed compensation of \$2,200,000.00 (inclusive of a 10% Contingency Allowance), will be executed for an effective term of four years for professional services requested during the initial term. The two one-year options to extend are based solely on the approval of the County Mayor or County Mayor's designee. The aforementioned effective term excludes the warranty administration period.

Experience and Qualification(s):

The experience and qualification(s) denoted below must be met by qualified individual(s) of the prime consultant's team:

- 1) Interested professional architectural firms must have five years' experience for similar work as described in the scope of services denoted above (applies only to prime consultants).
- 2) The prime consultant and/or subconsultants selected for award of this solicitation will not be allowed to propose or be considered for the design-build project of Cruise Terminal B, for which design criteria specifications are developed for PortMiami under this A/E Services Agreement.
- 3) PortMiami will select two (2) consultant teams via two (2) separate Notices to Professional Consultants. The schedule for selection of a consulting team and subsequent award of a PSA under ISD Project No. A12-SEA-01 will precede the selection of a consulting team and subsequent award of a PSA under ISD Project No. (A13-SEA-02). The Prime Consultant and/or subconsultants selected for award of a PSA under ISD Project No. A12-SEA-01 will be precluded from proposing or being considered for award of a PSA under ISD Project No. A13-SEA-02.

Reminder:

Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03, Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond Engineering Services, are precluded from proposing or being considered for award of a PSA under ISD Project Nos. A12-SEA-01 and A13-SEA-02.

1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS

5.02 Port and Waterway Systems – Architectural Design (PRIME)	26%
5.03 Cruise Terminal Design (PRIME)	36%
5.04 Cruise Terminal Equipment Design	3%
5.08 Port and Waterway Systems – Marine Engineering Design	1%
5.10 Transportation Systems Design	2%
11.00 General Structural Engineering	3%
12.00 General Mechanical Engineering	2%
13.00 General Electrical Engineering	2%
15.01 Land Surveying	1%
16.00 General Civil Engineering	2%
17.00 Engineering Construction Management	3%
18.00 Architectural Construction Management (PRIME)	16%
20.00 Landscape Architecture	1%
22.00 ADA Title II Consultant (PRIME)	2%
\$2,200,000.00 fees (includes 10% contingency)	100%

1.7 CONTRACT MEASURE(S)

The Miami-Dade County Community Business Enterprises (CBE) contract participation provisions (Exhibit A) are as follows:

1 Agreement – 15% CBE Sub-Consultant Goal