


Memorandum



Date: December 16, 2015

To: Gary Hartfield
Division Director
Small Business Development
Internal Services Department

From: Fernando V. Porcassi 
Manager, Contracts Administration
Design and Construction Services Division
Internal Services Department

Subject: Notice of Professional Services Agreement for the Revision to the Courts Master Plan Phase 2, ISD Project No. A15-AOC-01 GOB, ISD Contract No. Z000149 GOB

The Internal Services Department (ISD) requests that you review the attached recommendation for measures or goals pursuant to the Community Business Enterprise (CBE) Program. This project is funded through the General Obligation Bond (GOB) Program.

BACKGROUND

The County is in need to undertake an assessment study of the Master Plan for the Courts concluded in 2008, which was conducted to continue to provide feasible options for the expansion of local court facilities. The current effort will serve as an evaluation of the future needs of the County Courts, and will provide design standards for facilities needed to support the essential operation of the judicial system, while meeting the needs for public access to justice, representing the respect and pride of the community in its basic institutions, and reflecting the dignity of the County's judicial officers and the local justice system.

PROJECT DESCRIPTION

Professional services are required to provide a study updating the 2008 Eleventh Judicial Circuit-wide Courts Master Plan in order to assess future needs and provide design standards for the expansion of Court Facilities in Miami-Dade County's Eleventh Judicial Circuit Court. The services will include planning, analysis, master planning, feasibility studies, programming, site development analysis, scheduling and cost estimating. The scope of services will apply to all criminal courts in the Eleventh Judicial Circuit of Florida, including the Public Defender's Office and the State Attorney's Office. In addition, professional services are required to provide a study updating the 2008 Master Plan for Miami-Dade County Correctional Facilities in order to assess the department's future needs and provide the correctional design standards for the Master Plan in its entirety. The services will include planning, analysis, master planning, feasibility studies, programming, site development analysis, scheduling and cost estimating for all existing facilities, as well as a feasibility study for a new Krome Detention Center and the programming and site development of a Criminal Justice Complex.

A&E TECHNICAL CERTIFICATION CATEGORIES

| Description | Percentage | Amount |
|-------------------------------------|-------------|--------------------|
| 14.00 Architecture (PRIME) | 100% | \$1,375,000 |
| Total Estimated Design Fees* | 100% | \$1,375,000 |

(* Total amount includes a 10% contingency allowance (\$125,000) per Section 2-8.1 of the Code of Miami-Dade County

EXPERIENCE AND QUALIFICATIONS

It is required that the prime consultant and/or subconsultants must demonstrate the following experience:

- 1) A minimum of three (3) court facility design/programming projects, completed within the last (10) years from the date of this solicitation.
- 2) Must demonstrate experience in needs assessment for a large court facility complex (minimum 125,000 square feet).

ISD technical staff has evaluated this project and recommends establishing no measures for this project, considering the especial characteristics of the project and the minimum experience and qualifications being requested from prospective consultants. If additional information is required, please contact Asael Marrero, AIA, Director, Design and Construction Services Division, at (305) 375-1115.

cc: Tara C. Smith, Director, ISD
Theresa Therilus, Assistant Director, ISD
Asael Marrero, AIA, Director, DCSD
Curt Williams, Sr. A&E Consultant Coordinator, ISD
Laurie Johnson, Manager, SBD
Vivian Walters, Jr., Manager, SBD