

# Memorandum



**Date:** August 14, 2015

**To:** Tara C. Smith  
Director  
Internal Services Department

**From:** *GN*  
*8/17* Jack Kardys   
Director  
Parks, Recreation and Open Spaces Department

**Subject:** Notice of a Professional Services Agreement for the PROS Full Services PSA – Region B, ISD Project No. A15-PROS-04 GOB, PROS Contract No. 999999-15-014. Recommendation for Goals

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The Parks, Recreation and Open Spaces Department (PROS) requests that you review the attached recommendation for goals pursuant to the Community Business Enterprise (CBE) Program. This project is funded through the General Obligation Bond (GOB) Program.

## **BACKGROUND**

PROS operates more than 260 parks and manages over 12,000 acres of land; and has up to \$113,000,000 of capital improvement funding through the GOB Program to spend over the next seven years on new improvements and renovations throughout the park system; with more than \$17,000,000 allocated to parks located between NW 119 Street and SW 120 Street. There are other potential sources of funding that PROS may receive to increase the capital budget.

## **PROJECT DESCRIPTION**

For the proposed improvements and renovations PROS desires to implement designs that are functional, aesthetically pleasing and innovative while remaining responsive to the unique history, character and context of the area, and that will stand up to the test of time.

The Professional Services Agreement (PSA) for consultant will be used to implement improvements and renovations mentioned above. The selected consultant will be required to perform planning, architectural design, engineering, landscape architecture design, surveying, mapping, scheduling, estimating, construction administration, construction engineering & inspections and construction management services for new construction, renovations and restoration projects located at multiple parks between NW 119 Street and SW 120 Street (Region B).

The selected consultant shall also be responsible for incorporating LEED approved green building principles. Pursuant to County Implementing Order No. 8-8 "Sustainable Building Program," all new construction projects shall be required to attain "Silver" or higher certification level under the LEED-NC Rating System. The participation of experienced LEED®AP professionals is required in order to achieve optimum results in the application of said practices.

The selected firm must have sufficient resources to provide the requested professional services for up to three design projects concurrently. PROS reserves the right to assign any or none of the work at the Region B to the selected firm.

The selected consultant will be responsible for the review and compliance of the General Facilities (GF), Master Plan, and Guidelines for each park design project. If the project needs variances to the code, the selected consultant shall attend all hearings, complete all applications, prepare plans, as well as provide any resources and/or additional information as required by Miami-Dade County to obtain said variance.

**TECHNICAL CERTIFICATION CATEGORIES**

<b>Description</b>	<b>Percentage</b>	<b>Amount</b>
14.00 Architecture ( <b>PRIME</b> )	25%	\$825,000.00
18.00 Architectural Construction Management ( <b>PRIME</b> )	8%	\$264,000.00
22.00 ADA Title II Consultant ( <b>PRIME</b> )	2%	\$66,000.00
9.01 Soils, Foundation and Materials Testing - Drilling, Subsurface Investigations and Seismographic Services	2%	\$66,000.00
9.02 Soils, Foundation and Materials Testing - Geotechnical and Materials Engineering Services	2%	\$66,000.00
10.05 Environmental Engineering - Contamination Assessment and Monitoring	2%	\$66,000.00
11.00 General Structural Engineering	10%	\$330,000.00
12.00 General Mechanical Engineering	5%	\$165,000.00
13.00 General Electrical Engineering	5%	\$165,000.00
15.01 Surveying and Mapping – Land Surveying	5%	\$165,000.00
15.03 Surveying and Mapping - Underground Utility Location	2%	\$66,000.00
16.00 General Civil Engineering	10%	\$330,000.00
17.00 Engineering Construction Management	4%	\$132,000.00
20.00 Landscape Architecture	15%	\$495,000.00
21.00 Land-Use Planning	3%	\$99,000.00
<b>Total Estimated Design Fees</b>	<b>100%</b>	<b>\$3,300,000.00</b>

(\*) Total amount includes a 10% contingency allowance (\$300,000.00) per Section 2-8.1 of the Code of Miami-Dade County

**EXPERIENCE AND QUALIFICATIONS**

The prime consultant must hold technical certification categories 14.00 (Architecture), 18.00 (Architectural Construction Management), and 22.00 (ADA Title II Consultant); and hold active professional registration status in the Florida state Board of Architecture.

The prime consultant responding to the solicitation must have ten years of experience in park planning and design; and have been responsible or involved in a primary role for the design of at least two parks, and/or community gathering places.

The project manager assigned by the prime consultant must have at least ten years of experience in architectural design. A background in landscape architectural design and general knowledge of engineering design is desired.

PROS has evaluated this project and recommends establishing a **10% CBE goal** for the Professional Agreement (Technical Categories 12.00 with 5% and 13.00 with 5% respectively). If additional information is required, please contact Adelfa Martinez at (305) 755-7815.

c: George Navarrete, Deputy Director, PROS

Jorge Mora, Chief, Capital Programs Division, PROS  
Maggie Tawil, P.E., Chief, Project Management Division, PROS  
Angel Trujillo, Section Head, Project Management Division, PROS  
Adelfa Martinez, Project Manager, Project Management Division, PROS  
Curt Williams, Sr. A&E Consultant Coordinator  
Faith Samuels, Sr. A&E Consultant Coordinator

**DEPARTMENT INPUT**

**PROJECT ANALYSIS FOR GOAL RECOMMENDATION (Good and Services for A/E)** See attachment

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
Office Supplies, General	\$2,000	.06%	
Computer Supplies	\$15,000	.45%	
Safety Supplies	\$2,000	.06%	
Accounting/Auditing/Budget Consulting	\$10,000	.30%	
<b>Estimated Cost</b>	<b>\$29,000</b>	<b>.88%</b>	
<b>PSA Total</b>	<b>\$3,300,000</b>	<b>100%</b>	

**Basis for Recommendation:** Pursuant to Ordinance 14-41 amending Section 2-8.1.1.1, staff recommends that a goal of .88% is appropriate for this project.