

Memorandum



Date: June 29, 2018

To: Gary Hartfield, Division Director
Small Business Development

From: Juan Kuryla, Port Director
PortMiami

Subject: Recommendation for Architectural and Engineering Services for PortMiami Cruise Terminals and Ropax Facilities (3), Contract No. A18-SEA-01, Project No. 2016-032

PortMiami (Port) respectfully requests that the Division of Small Business Development (SBD) evaluate Contract No. A18-SEA-01 / Project No. 2016-032 – Architectural and Engineering (A/E) Services for PortMiami Cruise Terminals and Ropax Facilities to assign Small Business Enterprise (SBE) measures, to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for A/E Services for PortMiami Cruise Terminals and Ropax Facilities: 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, 2, 10, F, G, H and J; existing or new operational and maintenance support facilities for the existing cruise terminals; and design or design criteria professional services for new cruise or ropax terminals. PortMiami intends to retain three (3) consultants under separate non-exclusive PSAs. Each PSA will be for six (6) years with a maximum compensation set at \$3,300,000.00 each, which includes the 10% contingency. No minimum amount of work or compensation will be guaranteed to the selected Consultants.

The scope of services includes general and Port and Waterway Systems A/E 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, but is not limited to, upgrades for all or some of the following components: provisional operations; baggage conveyance systems; horizontal and vertical circulation systems; telecommunications; connection of Passenger Boarding Bridges (PBBs) to existing facilities; landside and waterside site development; wharf and berthing improvements; stormwater and sewer systems; wharf access; intermodal areas; ancillary roadways; parking facilities; restrooms; canopies; wayfinding; life safety; accessibility (ADA); landscaping; operational and security enhancements, including port-wide checkpoints and United States Customs and Border Patrol (USCBP) processing areas and facilities; access control; furniture, fixtures and equipment, and all related infrastructure, building and structure, ancillary to the basic work scope.

The Consultant shall provide all of the necessary investigations; surveys, including underground utility locate services; geotechnical and material testing services; studies (including but not limited, to flood hazard wave action); modeling; A/E 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; audio-visual and telecommunication design; cost estimating; schedules; coordination with baggage carousels and PBBs; coordination with Art in Public Places; value engineering coordination; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration, including

construction inspection services; review of shop drawings, proposed substitutions, pay requests, change orders, and commissioning; claims assistance coordination; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project. In addition, the Consultant shall provide non-engineering services inclusive of detailed construction cost estimating, LEED and general office supply services.

All work shall be conducted to meet or exceed professional standards; comply with PortMiami Security requirements; PortMiami Design Guidelines; PortMiami Wayfinding Design Guidelines; USCBP Design Standards; and Standards for Security of International Cargo as needed, and conform with Miami-Dade County's Sustainable Buildings Program, Implementing Order No. 8-8.

A/E Technical Certification Categories required:

| TC / NIGP No. | Type | Description | Percentage | Amount |
|----------------------|---------------|--|-------------------|----------------|
| 5.02 | Prime | Port and Waterway Systems – Architectural Design | 39.50% | \$3,910,500.00 |
| 5.03 | Prime | Port and Waterway Systems – Cruise Terminal Design | 23.50% | \$2,326,500.00 |
| 18.00 | Prime | Architectural Construction Management | 13.50% | \$1,336,500.00 |
| 22.00 | Prime | ADA Title II Consultant | 0.50% | \$49,500.00 |
| 5.04 | Other SBE-A/E | Port and Waterway Systems – Cruise Terminal Equipment Design | 1.00% | \$99,000.00 |
| 5.08 | Other SBE-A/E | Port and Waterway Systems - Marine Engineering Design | 2.00% | \$198,000.00 |
| 5.10 | Other | Port and Waterway Systems – Transportation Systems Design | 1.00% | \$99,000.00 |
| 8.00 | Other SBE-A/E | Telecommunication Systems | 0.50% | \$49,500.00 |
| 9.02 | Other SBE-A/E | Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services | 0.50% | \$49,500.00 |
| 9.03 | Other SBE-A/E | Soils, Foundations and Materials Testing - Concrete and Asphalt Testing Services | 0.50% | \$49,500.00 |
| 9.04 | Other SBE-A/E | Soils, Foundations and Materials Testing - Non-Destructive Testing and Inspections | 0.50% | \$49,500.00 |
| 10.01 | Other SBE-A/E | Environmental Engineering - Stormwater Drainage Design Engineering Services | 0.50% | \$49,500.00 |
| 11.00 | Other SBE-A/E | General Structural Engineering | 3.00% | \$297,000.00 |
| 12.00 | Other SBE-A/E | General Mechanical Engineering | 1.00% | \$99,000.00 |

| TC / NIGP No. | Type | Description | Percentage | Amount |
|--|------------------|--|-------------------|-----------------------|
| 13.00 | Other SBE-A/E | General Electrical Engineering | 1.00% | \$99,000.00 |
| 14.00 | Other SBE-A/E | Architecture | 1.00% | \$99,000.00 |
| 15.01 | Other SBE-A/E | Surveying and Mapping – Land Surveying | 0.50% | \$49,500.00 |
| 15.03 | Other SBE-A/E | Surveying and Mapping - Underground Utility Location | 0.50% | \$49,500.00 |
| 16.00 | Other SBE-A/E | General Civil Engineering | 1.50% | \$148,500.00 |
| 17.00 | Other SBE-A/E | Engineering Construction Management | 3.00% | \$297,000.00 |
| 20.00 | Other SBE-A/E | Landscape Architecture | 1.00% | \$99,000.00 |
| 96121 | Other | Construction Cost Estimating | 3.00% | \$297,000.00 |
| N/A | Other | LEED Certification and Commissioning | 0.50% | \$49,500.00 |
| 61500 | Other SBE-G | Office Supplies, General | 0.50% | \$49,500.00 |
| Total Estimated Professional Fees | | | 100.00% | \$9,900,000.00 |

The Prime Consultant must hold technical certification in categories 5.02 – Port and Waterway Systems – Architectural Design, 5.03 - Port and Waterway Systems – 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 (County) at the time of qualifications submittal in the technical certification categories identified above.

Prime Consultants must have five (5) years of experience for similar work as described in the scope of services denoted above. The expertise must be met by a qualified individual(s) of the prime firm. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. Applicants shall indicate in their response which previous projects meet this requirement.

In addition, the Prime Consultants and their subconsultants selected for award of this solicitation will not be considered for any design-build projects, as part of a team, for which design criteria specifications are developed for PortMiami under this Agreement.

Gary Hartfield
Division Director
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Prime and sub-consultants selected for PSAs under ISD Project No. E15-SEA-02 – Program Management Consultant Services and ISD Project No. E14-SEA-01R – Management Financial Consulting and Bond Engineering Services are precluded from proposing or being considered for award of a PSA under ISD Project No. A18-SEA-01.

The SBE goal recommendations are 18% for A/E services, 0.50% for goods, and 0.00% for services. The combined cost of the three (3) PSAs will be in the approximate amount of \$9,900,000.00, which includes the 10% contingency, and shall remain in effect for a total of six (6) years. Should you have any questions, please feel free to contact Ms. Elizabeth Ogden, RA, PPM, LEED AP, Assistant Port Director of the Capital Development Division at (305) 347-5521.

Attachment

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

Contract/Project Title Cruise Terminals and Ropax Facilities
 Contract/Project No. A18-SEA-01 / 2016-032
 Description See attached Scope of Work
 Department Seaport Contact Elizabeth Ogden Phone (305) 347-5521
 Estimated Cost 3 Agreements for \$9,900,000.00 Funding Source Seaport Bonds

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>SBE-A/E GOAL</u> | <u>BID PREFERENCE</u> | <u>NO MEASURE</u> | |
|--|------------------------|------------------------------|---------------------|
| <u>18.00%</u> | <u>N/A</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>\$ 3,910,500.00</u> | <u>39.50%</u> | _____ |
| <u>5.03 Port & Waterway Systems – Cruise Terminal Design (Prime)</u> | <u>\$ 2,326,500.00</u> | <u>23.50%</u> | _____ |
| <u>18.00 Architectural Construction Management (Prime)</u> | <u>\$ 1,336,500.00</u> | <u>13.50%</u> | _____ |
| <u>22.00 ADA Title II Consultant (Prime)</u> | <u>\$ 49,500.00</u> | <u>0.50%</u> | _____ |
| <u>5.04 Port & Waterway Systems – Cruise Terminal Equipment Design</u> | <u>\$ 99,000.00</u> | <u>1.00%</u> | _____ |
| <u>5.08 Port & Waterway Systems – Marine Engineering Design</u> | <u>\$ 198,000.00</u> | <u>2.00%</u> | _____ |
| <u>5.10 Port & Waterway Systems – Transportation Systems Design</u> | <u>\$ 99,000.00</u> | <u>1.00%</u> | _____ |
| <u>8.00 Telecommunication Systems</u> | <u>\$ 49,500.00</u> | <u>0.50%</u> | _____ |
| <u>9.02 Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services</u> | <u>\$ 49,500.00</u> | <u>0.50%</u> | _____ |
| <u>9.03 Soils, Foundations and Materials Testing - Concrete and Asphalt Testing Services</u> | <u>\$ 49,500.00</u> | <u>0.50%</u> | _____ |

| | | | |
|---|-----------------|---------|--|
| 9.04 Soils, Foundations and Materials Testing – Non-Destructive Testing and Inspections | \$ 49,500.00 | 0.50% | |
| 10.01 Environmental Engineering – Stormwater Drainage Design Engineering Services | \$ 49,500.00 | 0.50% | |
| 11.00 General Structural Engineering | \$ 297,000.00 | 3.00% | |
| 12.00 General Mechanical Engineering | \$ 99,000.00 | 1.00% | |
| 13.00 General Electrical Engineering | \$ 99,000.00 | 1.00% | |
| 14.00 Architecture | \$ 99,000.00 | 1.00% | |
| 15.01 Surveying and Mapping - Land Surveying | \$ 49,500.00 | 0.50% | |
| 15.03 Surveying and Mapping - Underground Utility Location | \$ 49,500.00 | 0.50% | |
| 16.00 General Civil Engineering | \$ 148,500.00 | 1.50% | |
| 17.00 Engineering Construction Management | \$ 297,000.00 | 3.00% | |
| 20.00 Landscape Architecture | \$ 99,000.00 | 1.00% | |
| 96121 Construction Cost Estimating | \$ 297,500.00 | 3.00% | |
| 61500 Office Supplies, General | \$ 49,500.00 | 0.50% | |
| LEED Certification and Commissioning | \$ 49,500.00 | 0.50% | |
| Total | \$ 9,900,000.00 | 100.00% | |
| Basis for Recommendation | See attached | | |

By: PortMiami

Date to SBA/DPM

Carranza, Jacqueline (ISD)

From: Etienne, Eddy (ISD)
Sent: Friday, June 15, 2018 4:19 PM
To: Carranza, Jacqueline (ISD)
Cc: Johnson, Laurie (ISD); Ogden, Elizabeth (Seaport)
Subject: RE: Request to Review Contract No. E18-SEA-01 (Project No. 2018-005): Marine Infrastructure Engineering Services

Importance: High

Good afternoon Jacqueline,

Be advise that Small Business (SBD) reviewed the information submit for Contract No. E18-SEA-01, Project No. 2018-005.

Thank you very much for discussing the experience requirement for the project with SBD.

SBD recommends that the experience requirement to note four (4) projects of similar work.

Again, thank you very much for all your help.

Best regards,

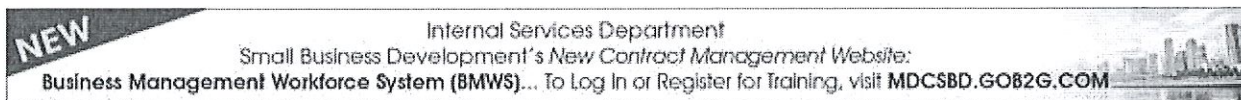
Eddy V. Etienne Jr., MBA, LEED[®] AP BD+C
Construction Project Manager
Miami-Dade County Internal Services Department
Small Business Development
111 N.W. 1st Street, 19th Floor
Miami, Florida 33128
Office: (305) 375-3709
Fax: (305) 375-3160
E-Mail: eetienn@miamidade.gov

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How can ISD serve you better?

Give us your feedback [here!](#)

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From: Carranza, Jacqueline (ISD)
Sent: Tuesday, June 05, 2018 10:46 AM
To: Johnson, Laurie (ISD) <Laurie.Johnson@miamidade.gov>
Cc: Ogden, Elizabeth (Seaport) <Elizabeth.Ogden@miamidade.gov>; Hecker, Andy (Seaport) <Andy.Hecker@miamidade.gov>; Pino, Gyselle (Seaport) <Gyselle.Pino@miamidade.gov>; Williams, Curt (ISD) <Curt.Williams@miamidade.gov>
Subject: Request to Review Contract No. E18-SEA-01 (Project No. 2018-005): Marine Infrastructure Engineering Services



**RETURN TO
Carissa Holborow
AFTER LAST SIGNATURE
(305) 347-5506**

Date: 06/18/18

ROUTING SLIP

- Urgent For Review Please Comment Please Reply

SENDER'S COMMENTS: See attached for your review and signature the Memo to Small Business Development for Cruise Terminals and Ropax Facilities, Contract No. A18-SEA-01, Project No. 2016-032.

| Distribution | Initial | Date | Comments |
|--|-----------|----------------|---|
| <input checked="" type="checkbox"/> Pino, Gyselle | <u>GP</u> | <u>6/19/18</u> | <u>\$9.9M (\$3.3M/PSA) for 6 Years w/ No Option to Extend</u> |
| <input checked="" type="checkbox"/> Sommer, Helga | <u>HS</u> | <u>6/22/18</u> | |
| <input checked="" type="checkbox"/> Ogden, Elizabeth | <u>EO</u> | <u>6-25-18</u> | |
| <input type="checkbox"/> Hecker, Andrew | <u>MA</u> | <u>6/25/18</u> | |
| <input type="checkbox"/> Webb, Hydi | <u>HW</u> | <u>6/27/18</u> | |
| <input type="checkbox"/> Kuryla, Juan | <u>JK</u> | <u>6/29/18</u> | <u>Signature Required</u> |
| <input type="checkbox"/> Carranza, Jacqueline | <u>CH</u> | <u>6/29/18</u> | |
| <u>Holborow, Carissa</u> | | | |

ADDITIONAL COMMENTS: 18.00% SBE-A/E goal;
0.50% SBE-Goods goal
0.00% SBE-Services Goal

