

Memorandum



Date: April 22, 2016

To: Gary Hartfield, Division Director
Small Business Development

From: Juan Kuryla, Director
PortMiami

Subject: Recommendation for Non-exclusive Professional Services Agreement for Planning Services, Contract No. E15-SEA-01, Project No. 2016-008

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 Small Business Enterprise (SBE) measures for this project, in order to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for Planning Services: The Consultant shall provide non-exclusive professional services, which consists of the development of various port plans and studies including: (1) the PortMiami 2040 Master Plan (Master Plan), (2) mid-level area plans and market studies, and (3) detailed site plans.

The Master Plan is envisioned to update the Port's cargo, cruise, ropax/ferry, infrastructure, and maritime business use plans to create a sustainable and viable growth strategy for PortMiami. The Master Plan must be based on sound market research, Port data, and the Port's partnering agreements to assist in providing a 5, 10, and 20-year forecast of port development as required by Section 331.14, of the Florida Statute. The Master Plan must include a business model to provide the framework for implementation. In addition to all the pertinent analysis that goes into a master plan, the Port also wants to establish the structural framework for environmental planning program, with all relevant government agencies and stakeholders, to streamline the time required to obtain a permit. The Port is also looking at its future expansion, not only in terms of capacity, but also in infrastructure investment through the potential acquiring or creation of new land assets, whether inland or waterfront, to provide cruise and cargo facilities, which should be addressed in the Master Plan through a land acquisition or boundary expansion program.

The remainder of the work not associated with the production of the Master Plan will fall into three (3) general categories of cargo, cruise and other maritime related planning. This scope will be Work Order based and be directed to helping to support the implementation of the Master Plan. These work orders may entail detailed site plans, mid-level area plans and market studies. Under the maritime economic and transportation category, it is anticipated that the Port may be developing or acquiring inland assets and this must be considered in those analyses. This work includes studies related to market and data research. The area plans are conceptual plans for different areas on-port to address implementation of projects outlined in the Master Plan. Detailed project specific site plans are necessary for further refining the development of those projects prior to development of design services.

The Master Plan must address, but not be limited to: current and future cargo, cruise and ropax/ferry

market demands; security concerns; land-use studies; planning and zoning analyses including the Comprehensive Development Master Plan; summary map of property deed restrictions; financial analysis of maritime business uses as may be approved by the Board of County Commissioners; berthing analyses and studies for both cruise and cargo areas; mooring improvements analyses for both cruise and cargo areas; traffic circulations, capacity and parking analyses; incorporate environmental analyses including sea level rise; storm water and climactic change programming analysis; infrastructure improvement and utilities analysis; urban and industrial sustainability; information technology analysis; concession/retail analysis; advertising analysis; update and incorporate the latest way-finding and landscaping plans; incorporate input from stakeholders, customers, and various Miami-Dade County and State agencies; as well as any supportive ancillary tasks pertinent to the primary scope of services, including order of magnitude estimates, grant analysis and preliminary implementation schedules.

A/E Technical Certification Categories required:

TC No.	Type	Description	Percentage	Total Amount
1.04	Prime	Port and Waterway Systems Planning	20.00%	\$ 600,000.00
5.03	Prime	Port and Waterway Systems – Cruise Terminal Design	15.00%	\$ 450,000.00
5.05	Prime	Port and Waterway Systems – Cargo Terminal Design	15.00%	\$ 450,000.00
21.00	Prime	Land-use Planning	10.00%	\$ 300,000.00
5.01	Other SBE-A/E	Port and Waterway Systems – Engineering Design	5.00%	\$ 150,000.00
5.02	Other SBE-A/E	Port and Waterway Systems – Architectural Design	5.00%	\$ 150,000.00
20.00	Other SBE-A/E	Landscape Architecture	1.00%	\$ 30,000.00
N/A	Other	Economist – Maritime Economic and Transportation Consultant	20.00%	\$ 600,000.00
N/A	Other	Economist – Real Estate Economic and Market Analysis	5.00%	\$ 150,000.00
N/A	Other	Grant Application and Analysis	3.00%	\$ 90,000.00
N/A	Other	Specialist in Wayfinding, Environmental Graphic Design, Graphic Design, and Advertising	1.00%	\$ 30,000.00
Total Professional Consulting Fees			100.00%	\$ 3,000,000.00

The prime consultant must hold technical certifications in categories 1.04 - Port and Waterway Systems Planning, 5.03 - Port and Waterway Systems – Cruise Terminal Design, 5.05 - Port and Waterway Systems – Cargo Terminal Design and 21.00 – Land-use Planning. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County at the time of qualifications submittal in the Technical Certification Categories identified above.

The consultants proposing on this solicitation must have extensive relevant deepwater port experience, with a minimum of three (3) comparable deepwater port master planning projects, inclusive of the planning and development of cruise, cargo, Ropax/ferry and maritime business use real estate, in ports as impacted by the current and future market demands being served. The above expertise must be met by qualified individuals of the prime consultant's and/or sub-consultant's 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 in these projects. The determination of the individual's qualifications and compliance with the above experience and qualifications shall be at the sole discretion of the County.

In addition, interested firms must have the experience and qualifications listed below. This expertise must be met by qualified individual(s) of the prime and/or sub-consultant's team.

- Five (5) years of relevant experience providing economic and transportation consulting services for deepwater seaports.
- Five (5) years of experience providing economic real estate advisory services, to include financial structuring, real estate analysis, implementation, and economic development.
- Five (5) years of demonstrated experience writing grant applications for deepwater seaports, which resulted in the award of grant funds.
- Five (5) years of experience providing environmental graphic design, wayfinding design, theory and implementation for deepwater seaports.

The SBE goal recommendations are 11.00%, for architectural and engineering (A/E) services, and 0.00%, for goods and services (G&S). PortMiami staff has evaluated the potential for SBE-G&S participation within the twenty-nine percent (29%) of the contract amount assigned to non-a/e services. The services to be performed are highly specialized in nature and require a rigorous set of experience and qualifications as outlined above, that based on the professional expertise of PortMiami staff, an SBE-G&S firm cannot fulfill.

The Agreement will be in the approximate amount of \$3,000,000.00, which includes the 10% contingency, and shall remain in effect for a total of five (5) years. Should you have any questions, please feel free to contact Mrs. Alissa Peñaloza, Planning, Grants and Real Estate Manager, at (305) 329-4035.

Attachments

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

Contract/Project Title Planning Services
 Contract/Project No. E15-SEA-01 / 2016-008
 Description See attached Scope of Work
 Department Seaport Contact Alissa Penaloza Phone (305) 329-4035
 Estimated Cost 1 Agreement for \$3,000,000.00 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> 11.00%	<u>BID PREFERENCE</u> N/A	<u>NO MEASURE</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>1.04 Transportation Planning – Port and Waterway Systems Planning (Prime)</u>	<u>\$ 600,000.00</u>	<u>20.00%</u>	
<u>5.03 Port & Waterway Systems – Cruise Terminal Design (Prime)</u>	<u>\$ 450,000.00</u>	<u>15.00%</u>	
<u>5.05 Port & Waterway Systems – Cargo Terminal Design (Prime)</u>	<u>\$ 450,000.00</u>	<u>15.00%</u>	
<u>21.00 Land-use Planning (Prime)</u>	<u>\$ 300,000.00</u>	<u>10.00%</u>	
<u>5.01 Port & Waterway Systems – Engineering Design (Prime)</u>	<u>\$ 150,000.00</u>	<u>5.00%</u>	<u>>3</u>
<u>5.02 Port & Waterway Systems – Architectural Design (Prime)</u>	<u>\$ 150,000.00</u>	<u>5.00%</u>	<u>>3</u>
<u>20.00 Landscape Architecture</u>	<u>\$ 30,000.00</u>	<u>1.00%</u>	<u>>3</u>
<u>Non-A/E Services</u>	<u>\$ 870,000.00</u>	<u>29.00%</u>	
<u>Total</u>	<u>\$ 3,000,000.00</u>	<u>100.00%</u>	
Basis for Recommendation <u>See attached</u>			
By: PortMiami		Date to SBA/DPM	