Memorandum

MIAMI-DADE COUNTY

Date: March 08, 2016

To: Gary Hartfield, Division Director
Small Business Development

From: Juan Kuryla, Director
PortMiami

Subject: Recommendation for Non-exclusive Professional Services Agreement for Program Management Consultant Services, Contract No. E15-SEA-02, Project No. 2016-007

PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Contract No. E15-SEA-03 / Project No. 2016-007 – Program Management Consultant Services, to assign Small Business Enterprise (SBE) measures, in order to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for Program Management Consultant (PMC) Services: The PMC shall provide a Program Management team to facilitate all professional tasks in conjunction with PortMiami's Master Plan and oversee over $250 million dollars' worth of new infrastructure and facilities that is expected to be completed over the next five (5) years, that coincides with the expected new cruise services and cargo yard efficiencies and improvements. These projects include one or two (2) new cruise terminal(s); new cruise berthing facilities; upgrades and expansions of existing cruise terminals; and other significant investments in our cargo terminal yards, gantry cranes, gate complexes, Ropax facilities, roadways and rail systems.

The PMC will provide professional services in project programming and planning; design oversight (Criteria and Standards); oversight of architectural/engineering (A/E) consultants and A/E inspections and reports; quality assurance oversight; value engineering (VE); project control; Owner's representation and inspections for new terminals (A, AA and ropax); contract administration; utility capacity studies and relocations; configuration management; claims administration; fueling and alternative energy studies; and any supportive tasks ancillary to the primary scope of services. In addition, the PMC shall provide non-architectural and engineering services, which consist of detailed construction cost estimating and project scheduling; and document control (for construction projects).

A/E Technical Certification Categories required:

TC No.	Type	Description	Percentage	Total Amount
5.01	Prime	Port and Waterway Systems – Engineering Design	30%	$ 1,650,000.00
5.02	Prime	Port and Waterway Systems – Architectural Design	25%	$ 1,375,000.00
5.08	Prime	Port and Waterway Systems - Marine Engineering Design	5%	$ 275,000.00
17.00	Prime	Engineering Construction Management	8%	$ 440,000.00
18.00	Prime	Architectural Construction Management	5%	$ 275,000.00
1.04	Other	Port and Waterway Systems Planning	10%	$ 550,000.00
5.03	Other SBE-A/E	Port and Waterway Systems – Cruise Terminal Design	2%	$ 110,000.00
5.05	Other SBE-A/E	Port and Waterway Systems – Cargo Terminal Design	2%	$ 110,000.00

TC No.	Type	Description	Percentage	Total Amount
5.09	Other SBE-A/E	Port and Waterway Systems – Environmental Design	1%	$ 55,000.00
11.00	Other SBE-A/E	General – Structural Engineering	1%	$ 55,000.00
12.00	Other SBE-A/E	General – Mechanical Engineering	2%	$ 110,000.00
13.00	Other SBE-A/E	General – Electrical Engineering	2%	$ 110,000.00
14.00	Other SBE-A/E	Architecture	1%	$ 55,000.00
19.05	Other SBE-A/E	Value Analysis and Life Cycle Costing – Port and Waterway Systems	2%	$ 110,000.00
22.00	Other SBE-A/E	ADA Title II Consultant	1%	$ 55,000.00
26.00	Other SBE-A/E	Claims Analysis Services	1%	$ 55,000.00
N/A	Other SBE-G&S	Project Cost Estimating and Scheduling	1%	$ 55,000.00
N/A	Other SBE-G&S	Document control (for construction projects)	1%	$ 55,000.00
		Total Professional Consulting Fees	**100%**	**$ 5,500,000.00**

The prime consultant must hold Technical Certifications 5.01 - Port and Waterway Systems – Engineering Design, 5.02 - Port and Waterway Systems – Architectural Design, 5.08 - Port and Waterway Systems - Marine Engineering Design, 17.00 – Engineering Construction Management, and 18.00 – Architectural Construction Management. 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 PMC will not be considered for any new PortMiami architectural and/or engineering design Professional Service Agreements during the term of this Contract, including any renewal terms. Port Miami shall assign work scope to the PMC at the Port's discretion to avoid potential conflicts of interest. The PMC shall provide full disclosure within its proposal of any contracts in which it is either (1) a Prime Consultant to the County at the Port, or (2) any contracts in which it is acting as sub-consultant on any projects at the Port for architectural and/or engineering design projects that have not received a certificate of completion from the permitting agency.

The SBE goal recommendations are 15.00%, for architectural and engineering services, and 2.00%, for goods and services. The Agreement will be in the approximate amount of $5,500,000.00, which includes the 10% contingency, and shall remain in effect for a total of seven (7) years. Should you have any questions, please feel free to contact Ms. Elizabeth Ogden, R.A., LEED AP, Assistant Director, Capital Development at (305) 347-5521.

Attachments

DEPARTMENTAL INPUT

CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Contract/Project Title Program Management Consultant Services
Contract/Project No. E15-SEA-02 / 2016-007
Description See attached Scope of Work
Department Seaport Contact Li Gurau Phone (305) 329-4034
Estimated Cost 1 Agreement for $5,500,000.00 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

	Existing	2nd Year	1st Year
Contractor			
Ethnicity/Race			
Gender			
Contract Value			

Comments _____

RECOMMENDATIONS

SBE-A/E GOAL	BID PREFERENCE	NO MEASURE
15.00%	N/A	

Analysis for Goal Recommendation

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
5.01 Port & Waterway Systems – Engineering Design (Prime)	$ 1,650,000.00	30%	
5.02 Port & Waterway Systems – Architectural Design (Prime)	$ 1,375,000.00	25%	
5.08 Port & Waterway Systems – Marine Engineering Design (Prime)	$ 275,000.00	5%	
17.00 Engineering Construction Management (Prime)	$ 440,000.00	8%	
18.00 Architectural Construction Management	$ 275,000.00	5%	
1.04 Transportation Planning – Port and Waterway Systems Planning	$ 550,000.00	10%	
5.03 Port & Waterway Systems – Cruise Terminal Design	$ 110,000.00	2%	>3
5.05 Port & Waterway Systems – Cargo Terminal Design	$ 110,000.00	2%	>3
5.09 Port & Waterway Systems – Environmental Design	$ 55,000.00	1%	>3

SBE-G&S GOAL	BID PREFERENCE	NO MEASURE
2.00%	N/A	

Analysis for Goal Recommendation

Sub-Trade	Est. Cost	% of Item to Base Bid	Availability
11.00 General Structural Engineering	$ 55,000.00	1%	>3
12.00 General Mechanical Engineering	$ 110,000.00	2%	>3
13.00 General Electrical Engineering	$ 110,000.00	2%	>3
14.00 Architecture	$ 55,000.00	1%	>3
19.05 Value Analysis & Life Cycle Costing Port and Waterway Systems	$ 110,000.00	2%	>3
22.00 ADA Title II Consultant	$ 55,000.00	1%	>3
26.00 Claims Analysis Services	$ 55,000.00	1%	>3
Non-A/E Services	$ 110,000.00	2%	
Total	$ 5,500,000.00	100%	

Basis for Recommendation See attached

By: PortMiami

March 09, 2016
Date to SBA/DPM