

# Memorandum



Date: August 11, 2015

To: Tara C. Smith, Director  
Internal Services Department

From: Lester Sola, Director  
Water and Sewer Department

Subject: Review Item: Engineering Design and Related Services for the Improvement, Upgrades and Expansion of Regional Wastewater Pump Stations and Related Facilities necessary for Capital Improvement Projects- Project No. E15-WASD-04

The Miami-Dade Water and Sewer Department (WASD) is requesting that the subject project be reviewed for Small Business Enterprises (SBE) measures for Architectural and Engineering (A/E) and Goods and Services (G/S), in order to proceed with the advertisement and subsequent consultant selection for this project.

WASD is seeking professional engineering services for engineering design and related services for the improvement, upgrades and expansion of regional wastewater pump stations and related facilities necessary for capital improvement projects. A detailed scope of services is attached as "Notice to Professional Consultants." The term of the Non-Exclusive Professional Services Agreement (PSA) is seven (7) years. Maximum compensation is \$12,000,000, plus a ten percent (10%) contingency allowance in accordance with Ordinance 00-65. No minimum of work or compensation will be assured to the retained consultants.

The Consultant providing engineering services must be certified in the following technical categories and the respective percentages of the disciplines as indicated below:

Technical Category (TC)	Description	TC Percentage	SBE %
6.02 Prime	Water and Sanitary Sewer Systems – Major Water and Sanitary Sewage Pump Facilities	50%	4%
17.00 Prime	Engineering Construction Management	10%	5%
11.00 Other	General Structural Engineering	9%	1%
12.00 Other	General Mechanical Engineering	10%	1%
13.00 Other	General Electrical Engineering	10%	2%
15.01 Other	Surveying and Mapping – Land Surveying	5%	5%
16.00 Other	General Civil Engineering	6%	2%
<b>Total</b>		<b>100%</b>	<b>20%</b>

Tara C. Smith, Director  
Project No. E15-WASD-04  
Page 2

WASD is recommending a twenty percent (20%) SBE A/E, and zero point twenty-five percent (0.25%) SBE G/S under this PSA. Attached are WASD's Departmental Input Worksheet and the Notice to Professional Consultants for your review and approval. Should you have any questions, please contact Patty David, Chief, Intergovernmental Affairs Section at [pattyd@miamidade.gov](mailto:pattyd@miamidade.gov) or (786) 552-8040.

Attachments

c: Gary Hartfield, Assistant Director, Small Business Development

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

**Contract/Project Title:** Engineering Design and Related Services for the Improvement, Upgrades and Expansion of Regional Wastewater Pump Stations and Related Facilities necessary for Capital Improvement Projects

**Contract/Project No.** E15-WASD-04

**Description:** Engineering Design and Related Services for the Improvement, Upgrades and Expansion of Regional Wastewater Pump Stations and Related Facilities necessary for Capital Improvement Projects

**DEPARTMENT:** Miami-Dade Water and Sewer Department (WASD)      **CONTACT:** Patty David

**PHONE:** (786) 552-8040

**Estimated Cost:** One (1) contract at \$12,000,000 each, plus a 10% contingency allowance in accordance with Ordinance 00-65.

**Funding Sources:** WASD Revenue Bonds Sold and Future WASD Revenue 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 no Previous History**

	<u>Existing</u>	<u>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> Year</u>
Contractor _____	_____	_____	_____
Ethnicity/Race _____	_____	_____	_____
Gender _____	_____	_____	_____
Contract Value _____	_____	_____	_____

COMMENTS: \_\_\_\_\_

**RECOMMENDATIONS**

<u>SBE GOAL</u> 20 %	<u>BID PREFERENCE</u>	<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>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
Total:	\$ _____	_____
<b>Basis for Recommendation:</b> <u>WASD proposes that the goal can be achieved with SBE firms assisting with 6.02-4% 11.00-1%, 12.00-1%, 13.00-2%, 15.01-5%, 16.00-2%, and 17.00-5%.</u>		
	<u>8/11/15</u>	
By: Lester Sola, Director	Date:	Internal Services Department Date:

**MIAMI-DADE COUNTY, FLORIDA  
NOTICE TO PROFESSIONAL CONSULTANTS  
MIAMI-DADE WATER AND SEWER DEPARTMENT**

**ENGINEERING DESIGN AND RELATED SERVICES FOR THE IMPROVEMENT,  
UPGRADES AND EXPANSION OF REGIONAL WASTEWATER  
PUMP STATIONS AND RELATED FACILITIES NECESSARY FOR  
CAPITAL IMPROVEMENT PROJECTS  
PROJECT NO. E15-WASD-04**

The County Mayor of Miami-Dade County (County), pursuant to Section 287.055, Florida Statutes, 2-8.1, 2-8.2.12 and 2-10.4 of the Miami-Dade County Code, Administrative Order 3-39 and Ordinance 14-77, announces that the Miami-Dade Water and Sewer Department (WASD) will require professional engineering services from one (1) qualified Consultant to provide engineering design and related services for the improvement, upgrades and expansion of regional wastewater pump stations and related facilities necessary for WASD's capital improvement needs identified in the Multi-Year Capital Improvement Plan.

WASD is the primary provider of water and wastewater services to Miami-Dade County serving a population of over 2.3 million, making it among the largest water/wastewater utilities in the United States. WASD has developed a Multi-Year Capital Improvement Program (CIP) to upgrade its facilities and infrastructure system throughout the County in order to renew and replace its existing deteriorated system, and/or relocate as required to bring all regional pump stations into compliance and to accommodate future growth and development. WASD recognizes the need for design services of the evaluation, design and implementation of critical projects which are an integral part of the CIP.

**Scope of Services**

WASD will require engineering design services, including planning and permitting assistance during the construction for system upgrades to regional sewage pump stations. The projects may include the rehabilitation of existing regional pump stations or for the construction of new regional sewage pump stations in the range of 25 million gallons per day (MGD).

The scope of services consists of complete design services, which includes but is not limited to, performing preliminary site investigation and inspection, surveying services, hydraulic analysis, coordination with other municipalities and the public, processing mechanical upgrades, building mechanical upgrades, heating, ventilation and air conditioning, electrical upgrades including motor control center, switchgear and diesel generators, supervisory control and data acquisition, instrumentation upgrade, health and safety upgrades, preparation of design reports, preparation of drawings and contract specifications, preparation of design-build criteria packages, assistance during the permitting and procurement phases, and engineering support during construction. Engineering support during construction is anticipated to include, but is not limited to, periodic site inspections, attendance at meetings, reviewing shop drawings, responding to requests for information, reviewing claims and potential change orders, reviewing contract schedules and schedule of values, and reviewing as-built drawings. Project coordination services are anticipated to include, but are not limited to, establishing a plan to implement projects, establishing and tracking project schedules, preparing budgets and deadlines, preparing status reports and attending meetings as requested.

**Experience and Qualifications**

A Prime Consultant submitting shall be a full-service engineering firm experienced in the design, permitting and construction management of large (25 MGD) regional sewage pump stations. The successful experience on the above items shall be demonstrated prior to the date of this solicitation. The Prime Consultant shall provide a list of members of the proposed design team, identifying the overall design manager(s), and the team leaders for key design specialties.

The Prime Consultant shall provide descriptions of at least one (1) successfully designed, constructed and operating new or upgraded sewage pump stations with a minimum pumping capacity of 25 MGD or greater, and pump drives which include variable frequency prior to the date of the solicitation.

For projects which the Prime Consultant has served as the design consultant, the Prime Consultant shall provide the name and contact information for a Utility Executive with the Utility they served as the design consultant who can confirm their role. The descriptions shall include the client (i.e., municipality or agency), key project staff, the project name, a summary of the work performed, the contract amount, the schedule (to include start and completion dates), the specific role of the Prime Consultant, the achievements (e.g., projects delivered on schedule, dollars saved, innovative designs implemented, new technology utilized), and a client reference with contact information.

The Subconsultants shall provide a description of at least one (1) program or project(s) that is relevant to this Scope of Work prior to the date of this solicitation and specific to their proposed responsibilities. The descriptions shall include the client (i.e., municipality or agency), key project staff, a summary of the work performed, the contract amount, the schedule (to include start and completion dates), the specific role of the Subconsultant firm, the project's achievements, and client reference with contact information.

**A/E TECHNICAL CERTIFICATION REQUIREMENTS**

**Prime**

- 6.02 Water and Sanitary Sewer Systems – Major Water and Sanitary Sewage Pumping Facilities
- 17.00 Engineering Construction Management

**Prime and/or Subconsultants**

- 11.00 General Structural Engineering
- 12.00 General Mechanical Engineering
- 13.00 General Electrical Engineering
- 15.01 Surveying and Mapping – Land Surveying
- 16.00 General Civil Engineering

**BREAKDOWN LIST**

Technical Category (TC)	Description	TC Percentage %	SBE %
6.02 Prime	Water and Sanitary Sewer Systems – Major Water and Sanitary Sewage Pumping Facilities	50%	4%
17.00 Prime	Engineering Construction Management	10%	5%
11.00	General Structural Engineering	9%	1%
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13.00	General Electrical Engineering	10%	2%
15.01	Surveying and Mapping – Land Surveying	5%	5%
16.00	General Civil Engineering	6%	2%
	<b>TOTAL</b>	<b>100%</b>	<b>20%</b>

WASD intends to retain one (1) qualified firm under one (1) Non-Exclusive Professional Services Agreement. The term of the contract is for a seven (7) year period. Maximum compensation is twelve million dollars (\$12,000,000), plus a ten percent (10%) contingency in accordance with Ordinance 00-65. The highest ranked firm for this project will be reviewed and ranked by the Competitive Selection Committee (CSC) members. The highest ranked, responsive and responsible firm will be selected and forwarded to the County Mayor for negotiations and award. No minimum amount of work or compensation will be assured to the retained Consultant. The County reserves the right to re-use the work products of the retained consultant and to retain other consultants to provide the same or similar services at its sole discretion.

## White Jr., Tyrone (ISD)

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**From:** Lopez, Isidoro (WASD)  
**Sent:** Thursday, August 13, 2015 9:16 AM  
**To:** White Jr., Tyrone (ISD)  
**Cc:** Johnson, Laurie (ISD); David, Patty (WASD)  
**Subject:** FW: Sample of G & S on A & E projects  
**Attachments:** image001.png; image002.png

Good Morning Tyrone,

Please see the email below regarding the cost break down.

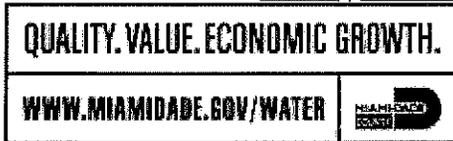
Regards,

I. Lopez

**Isidoro Lopez** A/E Professional Services Manager  
Intergovernmental Affairs  
**Miami-Dade Water & Sewer Department**  
(o)786-552-8993

[www.miamidade.gov/water](http://www.miamidade.gov/water)

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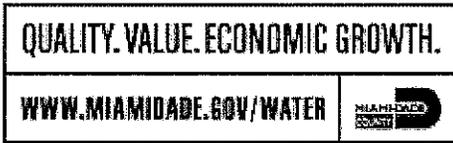
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**From:** Roque, Rolando M. (WASD)  
**Sent:** Thursday, August 13, 2015 8:56 AM  
**To:** Lopez, Isidoro (WASD)  
**Cc:** David, Patty (WASD)  
**Subject:** RE: Sample of G & S on A & E projects

Isidoro,

It is too premature to be able to even have a rough estimate or cost breakdown for surveying as that cost will depend on each particular project's needs. The local pump stations design contracts are being procured to address current design needs within the system and future ones that will arise as on-going programs are implemented. Also, consider that the local pump stations design contracts are 100% set aside and will required that the selected firms have a surveyor in the team to address any surveying needs arising from each particular design. Best regards,

**Rolando M. Roque, P.E.**  
Pump Station Compliance Section Chief  
**Miami-Dade Water and Sewer Department**  
786-552-8129  
[miamidade.gov/water](http://miamidade.gov/water)  
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**From:** Lopez, Isidoro (WASD)  
**Sent:** Wednesday, August 12, 2015 3:37 PM  
**To:** Roque, Rolando M. (WASD)  
**Cc:** David, Patty (WASD)  
**Subject:** FW: Sample of G & S on A & E projects  
**Importance:** High

Rolando,

Can we provide SBD with a cost breakdown of the Analytical Studies and Surveys 91812?

I. Lopez

**From:** White Jr., Tyrone (ISD)  
**Sent:** Wednesday, August 12, 2015 3:23 PM  
**To:** Lopez, Isidoro (WASD)  
**Cc:** David, Patty (WASD); Johnson, Laurie (ISD)  
**Subject:** RE: Sample of G & S on A & E projects  
**Importance:** High

Good afternoon Isidoro,

Thanks, can the engineers provide a cost breakdown of Analytical Studies and Surveys (Consulting) **91812** services so that SBD can review these scopes of services in an effort to determine if we can apply small business measures?

**Tyrone White**  
Contract Specialist  
Small Business Development Division  
Miami-Dade County Internal Services Department  
111 NW 1<sup>st</sup> Street, 19<sup>th</sup> Floor, Miami, FL 33128  
☎Office: (305) 375-3123 | 📠Fax: (305) 375-3160  
Email: [twj@miamidade.gov](mailto:twj@miamidade.gov)  
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**"Help stimulate Miami's economy by supporting Small Businesses"**

**From:** Lopez, Isidoro (WASD)  
**Sent:** Wednesday, August 12, 2015 2:17 PM  
**To:** White Jr., Tyrone (ISD)  
**Cc:** David, Patty (WASD)  
**Subject:** FW: Sample of G & S on A & E projects

Good Afternoon Tyrone,

Please see reply below from the engineers regarding Non-A/E services.

I. Lopez

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**From:** Roque, Rolando M. (WASD)  
**Sent:** Wednesday, August 12, 2015 2:14 PM  
**To:** Lopez, Isidoro (WASD)  
**Subject:** RE: Sample of G & S on A & E projects

Isidoro,

Only Analytical Studies and Surveys (Consulting) **91812** could apply as the design consultant are required to have surveyors as part of their teams.

**Rolando M. Roque, P.E.**  
Pump Station Compliance Section Chief  
**Miami-Dade Water and Sewer Department**  
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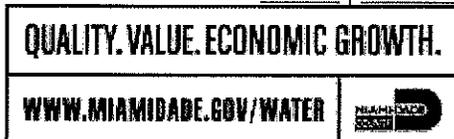
**From:** Lopez, Isidoro (WASD)  
**Sent:** Wednesday, August 12, 2015 11:03 AM  
**To:** Roque, Rolando M. (WASD); Edwards, Daniel J. (WASD)  
**Cc:** David, Patty (WASD)  
**Subject:** FW: Sample of G & S on A & E projects  
**Importance:** High

Good Morning Dan/Rolando,

I hope this message finds you both well. Would any of the categories below be applicable to your projects (E15-WASD-01, E15-WASD-02, E15-WASD-03A, E15-WASD-03B and E15-WASD-04)?

I. Lopez

**Isidoro Lopez** A/E Professional Services Manager  
Intergovernmental Affairs  
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**From:** White Jr., Tyrone (ISD)  
**Sent:** Wednesday, August 12, 2015 10:33 AM  
**To:** Lopez, Isidoro (WASD)  
**Subject:** Sample of G & S on A & E projects  
**Importance:** High

1. Breakdown – Goods & Services with Recommendation for Small Business participation/**G & S Goals** (Sample attached)

**Areas that can be considered for the Goods & Services Goal on A&E Projects:**

- Analytical Studies and Surveys (Consulting) **91812**
- Aerial Photogrammetry **90504**
- Public Outreach (Consulting Services) **91800**
- Management Financial Consulting Services:
  - Management Consulting **91875**
  - Accounting/Auditing/Budget Consulting **91804**
  - Economy Consulting **91837**
- Office Supplies, General **61500**
- Computer Supplies(Cables, Computers, Premade: Printer, Terminal **20502**
- Safety Supplies(First Aid & Safety Equip & Supplies **34500**
- Uniforms, Cotton, Blends & Synthetic: Band, Fire **20072**

**Tyrone White**

Contract Specialist  
Small Business Development Division  
Miami-Dade County Internal Services Department  
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**“Help stimulate Miami’s economy by supporting Small Businesses”**