

# Memorandum



**Date:**

**To:** Gary Hartfield, Division Director  
Small Business Development

**From:** Juan Kuryla, Director  
PortMiami

**Subject:** Recommendation for Non-exclusive Professional Services Agreement for Civil Infrastructure Engineering Services, Contract No. E16-SEA-02, Project No. 2016-023

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PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Contract No. E16-SEA-02 / Project No. 2016-023 – Civil Infrastructure Engineering Services, to assign a Small Business Enterprise – Architectural and Engineering (SBE-A/E) measure, in order to proceed with the advertisement and subsequent bidding of the project.

**Professional Services Agreement (PSA) for Civil Infrastructure Engineering Services:** The Consultant shall provide non-exclusive comprehensive engineering services for the infrastructure and operational needs of PortMiami, including engineering design and design criteria services for the repair and rehabilitation, removal and replacement, and new construction of PortMiami’s ancillary civil (i.e. water, sewer, mechanical, electrical, telecommunications, etc.) infrastructure. The services include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications; other Mechanical, Electrical, Plumbing subsystems and pipelines; landside site development; wharf access; intermodal areas; transportation infrastructure including roadways, parking facilities, railways ramps, aprons; and dynamic message signage in support of commercial, cargo and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new construction civil infrastructure components for all or some of the following: Cruise Terminals; Cargo Yards; Roadways; Portwide Infrastructure; Security; Stormwater and Sewer systems; Cranes and Rail Upgrades; Cargo Gate Modifications; and all related infrastructure, building and structure work ancillary to the basic work scope. Work scope will be assigned equitably by PortMiami.

The scope of services will consist of the design phase services in support of the construction document development for the program of improvements. This may also include design; system implementation/integration; and commissioning support to implement civil infrastructure improvements to final acceptance. The Consultant shall provide all services inclusive of: project meetings; field investigations and data collection support; document review; drawings; design technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations; project schedules; design/system criteria; site and environmental assessments; surveys; conduct studies; civil engineering associated with sewer and drainage systems; pump stations; structural and electrical and water distribution engineering; value engineering; construction documents; coordination with regulatory agencies during design permitting and construction activities; bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives; contamination assessments; remedial action plans; inspections; surface investigations and underground inspections; subsurface drilling and geotechnical investigations; materials sampling and testing; condition assessments; feasibility analysis; technical report presentations; permitting; construction inspection services, including, but not limited to: review of shop

drawings, proposed substitutions and contractor's pay requests; change order analysis; responding to Requests For Information; claims assistance; and evaluation of existing equipment condition, In addition, the Consultant shall provide non-engineering services inclusive of: detailed construction cost estimating; general administration; and document reproduction (reimbursables). These professional services are required for multiple projects that will provide state of the art facilities to support port operations that are evolving as the industry advances.

At the request of PortMiami, the Consultant shall respond, on short notice, to unforeseen events, including but not limited to: berthing and cargo handling accidents; hurricane and other weather related events that would necessitate the urgent production of infrastructure damage assessment reports, including the development of emergency repair plans; specifications; cost estimates; and regulatory agency notification and coordination. All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements, PortMiami Design Guidelines; and United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS).

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.10	<b>Port and Waterway Systems – Transportation Systems Design (Prime)</b>	25%	\$ 550,000.00
6.01	<b>Water and Sanitary Sewer Systems - Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)</b>	12%	\$ 264,000.00
16.00	<b>General Civil Engineering (Prime)</b>	25%	\$ 550,000.00
5.09	Port and Waterway Systems – Environmental Design	1%	\$ 22,000.00
8.00	Telecommunication Systems	1%	\$ 22,000.00
9.01	Soils, Foundations and Materials Testing - Drilling, Subsurface Investigations and Seismographic Services	3%	\$ 66,000.00
9.02	Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services	1%	\$ 22,000.00
10.01	Environmental Engineering - Stormwater Drainage Design Engineering Services	4%	\$ 88,000.00
11.00	General Structural Engineering	1%	\$ 22,000.00
12.00	General Mechanical Engineering	1%	\$ 22,000.00
13.00	General Electrical Engineering	3%	\$ 66,000.00
15.01	Surveying and Mapping - Land Surveying	2%	\$ 44,000.00
17.00	Engineering Construction Management	1%	\$ 22,000.00
N/A	Non-Architectural/Engineering Services	20%	\$ 440,000.00
Total Estimated Professional Fees		100%	\$2,200,000.00

The prime consultant must hold Technical Certifications 5.10 - Port and Waterway Systems – Transportation Systems Design, 6.01 – Water Distribution and Sanitary Sewage Collection and Transmission Systems, and 16.00 – General Civil Engineering. 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.

The Prime Consultant must demonstrate experience in five (5) projects performed in the State of Florida over the past ten (10) years of similar work as described 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.

The ability of the Prime Consultant to complete the scope of work as described above on time shall be a factor in the evaluation process for award of this solicitation. In making this evaluation, the County will evaluate the personnel and other resources available to the Prime Consultant and its sub-consultants. Therefore, the Prime Consultant shall include in their proposal, a list of all current and active PSAs awarded to the firm for Seaport projects, to include the Contract Name, Contract Number, Contract Amount, expiration date, and the amount of personnel resources, including personnel hours allocated to such projects.

**The prime consultant and/or subconsultants selected for award of this solicitation will not be considered for any design-build projects, for which design criteria specifications are developed for PortMiami under this Agreement.**

**Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03, Program Management Consultant Services and ISD Project No. E14-SEA-01R, Management Financial Consulting and Bond Engineering Services.**

**NOTE: A Locally Headquartered Preference shall be applicable to this solicitation. In addition, the prior work awarded to the proposing firm and affiliates of a proposing firm, shall be a factor in the evaluation process for award of this solicitation.**

The SBE-A/E Goal recommendation is 18.00%. The Agreement will be in the approximate amount of \$2,200,000.00, 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 Ms. Elizabeth Ogden, R.A., LEED AP, Assistant Director at (305) 347-5521.

Attachments

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

Contract/Project Title Civil Infrastructure Engineering Services  
 Contract/Project No. E16-SEA-02 / 2016-023  
 Description See attached Scope of Work  
 Department Seaport Contact Li Gurau Phone (305) 329-4034  
 Estimated Cost 1 Agreement for \$2,200,000.00 Funding Source Seaport Bonds

**ANALYSIS**

Commodity/Service No. \_\_\_\_\_ SIC \_\_\_\_\_

Trade/Commodity/Service Opportunities

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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>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> 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>X</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>5.10 Port &amp; Waterway Systems – Transportation Systems Design (Prime)</u>	<u>\$ 550,000.00</u>	<u>25%</u>	_____
<u>6.01 Water and Sanitary Sewer Systems Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)</u>	<u>\$ 264,000.00</u>	<u>12%</u>	_____
<u>16.00 General Civil Engineering (Prime)</u>	<u>\$ 550,000.00</u>	<u>25%</u>	_____
<u>5.09 Port and Waterway Systems - Environmental Design</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>8.00 Telecommunication Systems</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>9.01 Soils, Foundations and Materials Testing - Drilling, Subsurface Investigations and Seismographic Services</u>	<u>\$ 66,000.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>9.02 Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>10.01 Environmental Engineering – Stormwater Drainage Design Engineering Services</u>	<u>\$ 88,000.00</u>	<u>4%</u>	<u>&gt;3</u>
<u>11.00 General Structural Engineering</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>

# RECOMMENDATIONS

## Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>12.00 General Mechanical Engineering</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>13.00 General Electrical Engineering</u>	<u>\$ 66,000.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>15.01 Surveying and Mapping – Land Surveying</u>	<u>\$ 44,000.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>17.00 Engineering Construction Management</u>	<u>\$ 22,000.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>Non-Architectural/Engineering Services</u>	<u>\$ 440,000.00</u>	<u>20%</u>	<u></u>
<u>Total</u>	<u>\$ 2,200,000.00</u>	<u>100%</u>	<u></u>

Basis for Recommendation \_\_\_\_\_

By: PortMiami

Date to SBA/DPM