

# Memorandum



**Date:** June 2, 2017

**To:** Gary Hartfield, Division Director  
Small Business Development  
Internal Services Department

**From:** Olga Espinosa-Anderson, MPA, CPPB, Division Director  
Procurement and Contracts Management Division  
Department of Solid Waste Management

**Subject:** Project No. E17-DSWM-01 for Professional Bond Engineering Services

A handwritten signature in blue ink, appearing to read "Olga Espinosa-Anderson", written over the "From:" field.

## **REQUEST FOR RECOMMENDATION:**

The Department of Solid Waste Management (DSWM) is in preparing to solicit for project number E17-DSWM-01 for Professional Bond Engineering Services. The project has an estimated total value of \$6,890,000, which includes a contingency of \$390,000. This contract will have an initial term of three (3) years and one, two (2) year option to renew. The current Bond Engineering services agreement renewal period expires on June 29, 2018.

The subject agreement is for the provision of professional services known as Bond Engineering Services to fulfill and perform the duties of Bond Consultant as set forth in Bond Ordinance No. 96-168. The services of a bond engineer are required as part of each Solid Waste System bond agreement and associated financing documents. The bond engineer is required to act on behalf of the bond holders to execute a scope of services which consists of analyses, certifications, provision of recommendations and other services associated with the administration, planning, management and maintenance of the County Solid Waste facilities and overall department operations in order to protect the bond holders' interests.

The Bond Engineer is referred to as the "Consultant" in the Bond Ordinance. In section 102 of Miami-Dade County Ordinance 96-168 (Bond Ordinance), it states that "Consultant" means such qualified and nationally recognized independent consulting firm retained by the County, having favorable repute or skill and experience with respect to the services to be provided by such Consultant, as required by the Ordinance." It is a requirement of the Bond Ordinance that bond engineering services must be provided by a firm that is nationally recognized and independent.

When Resolution No. R-475-13 for "Contract Award Recommendation for Professional Bond Engineering Services" was being considered, there was discussion about awarding a contract without small business participation. The issue was re-examined by Small Business Development (SBD) at the time of the contract renewal and SBD determined that there would be no small business measure for the Bond Engineering contract because less than three (3) firms were certified to do this work.

The Technical Certification category required for sub-consultants to this Contract is 19.07, which includes Value Analysis Services and Life-Costing. We are requesting that the Internal Services Department please review the attached scope of work and advise if a goal measure should or should not be applied to this project for a sub-consultant. For your convenience, attached please find the scope of work that will assist you in making this determination.

Thank you for your assistance with this matter. If you have any questions, please feel free to contact me at (305) 514-6730.

Attachment

c: Laurie Johnson, Section Chief, ISD, SBD  
Paul Mauriello, Deputy Director for Waste Operations, DSWM  
Leonard Enriquez, Assistant Director for Technical Services, DSWM  
Jose Fernandez, Assistant Director for Administration, DSWM  
Olga Espinosa-Anderson, Procurement and Contracts Mgmt. Div. Dir., DSWM  
Grecia Posada-Enriquez, Engineer 3, DSWM  
Felix Cepero, Engineer 2, DSWM

**DEPARTMENT OF SOLID WASTE MANAGEMENT  
PROFESSIONAL BOND ENGINEERING SERVICES  
PROJECT NUMBER: E17-DSWM-01**

**SCOPE OF SERVICES**

The Miami-Dade County Department of Solid Waste Management (DSWM) will require professional bond engineering services from a qualified consultant to fulfill and perform the duties of bond consultant as set forth in Bond Ordinance No. 96-168 (Bond Ordinance), Sections 208, 503, 605, 607, 612, 619, and the Comprehensive Landfill Closure Plan. The services of a bond engineer (Engineer) is required as part of each bond agreement and associated financing documents. The Engineer is required to act on behalf of the bond holders to execute a scope of services which consists of, but is not limited to, the following:

- Review of PWWM's financial transactions, engineering decisions, and future plans.
- Annual inspection of PWWM's facilities and financial records, pursuant to Sections 208, 503, 605, 607, 612, 619 of the Bond Ordinance, and the Comprehensive Landfill Closure Plan.
- Preparation and submittal of annual reports to the Department of the Resources Recovery Facility and other of the Department's waste facilities. Said reports shall evaluate the following: systems and facilities' physical conditions, operating efficiency, and rates and charges.
- Recommendations for advisable revisions or modifications thereto and determination of the amount that shall be deposited monthly to credit the Department's Renewal and Replacement Fund, during the following fiscal year, and pursuant to Section 508 of the Bond Ordinance.
- Generate recommendations, approvals, and/or certifications as required in the Bond Ordinance, the Operations and Management Agreement by and between Miami-Dade County and Covanta Dade Renewable Energy, Ltd., and the Comprehensive Landfill Closure Plan.
- Review disbursement of landfill closure grants in accordance with Miami-Dade County Code, Section 24-34.
- Perform all services required by the Bond Ordinance, and the Covanta Agreement, whether or not specifically listed herein.
- Provide other engineering services for PWWM, which are bond related, and that do not present conflicts of interest relative to its bond consultant services.

**PROFESSIONAL REQUIREMENTS**

The prime consultant shall have the following expertise:

- A minimum of three years of engineering experience in the field of municipal

**Professional Bond Engineering Services**

**Project Number: E17-DSWM-01**

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solid waste management, including waste-to-energy

- A minimum of three years of experience performing bond engineering services for comparable (incinerating in excess of 200,000 tons of waste per year) sized solid waste facilities
- This expertise must be met by a qualified individual(s) of the prime consultant's firm. Expertise with value engineering, technical certification category 19.07 may be met by a qualified individual(s) of the prime consultant's sub-consultant. 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.

**BOND ENGINEER RESTRICTIONS**

Throughout the duration of the Bond Engineer Services Contract, the bond engineer shall be prohibited from participating in any other Miami-Dade County Department of Solid Waste Management Department projects directly related to waste management services including, but not limited to, the Cell 4 Closure at the South Dade Landfill.