

Memorandum



Date: July 22, 2020

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

From: Sylvia Novela, Strategic Procurement Director *[Signature]*
Miami-Dade Aviation Department
Contracts Administration Division

Subject: Bond Engineering Consulting Services
ISD Project No. E20-MDAD-01

It is requested that the referenced project be reviewed for contract measures in order to proceed with the advertisement and subsequent consultant selection.

Project: Bond Engineering Consulting Services

ISD Project No.: E20-MDAD-01

Project Description: See attached Scope of Services

Term of the Agreement: Ten (10) years

Contract Estimated Amount: \$86,196,909 (Base Estimate not including Contingency or IG fees)

Funding Source: Revenue Bonds

Technical Certification Category Prime:

- 4.01 Aviation Systems – Engineering Design (10%)
- 4.02 Aviation Systems – Architectural Design (10%)
- 6.01 Water & Sanitary Sewer Systems – Water Distribution and Sanitary Sewage Collection and Transmission Systems (5%)
- 10.01 Environmental Engineering – Stormwater Drainage Design Engineering Services (2%)
- 11.00 General Structural Engineering (3%)
- 12.00 General Mechanical Engineering (3%)
- 13.00 General Electrical Engineering (3%)

Gary Hartfield, Division Director, ISD/SBD
Bond Engineering Consulting Services
ISD Project No. E20-MDAD-01
Page 2

14.00 Architecture (6%)
17.00 Engineering Construction Management (6%)
18.00 Architectural Construction Management (6%)

Sub-consultants: 14.00 Architecture (3%)
16.00 General Civil Engineering (3%)

Goods/Services: Accounting Services (30%)
Management and Quality Control Services (10%)

Project Preferred Experience: Refer to the attached Scope of Services – Minimum Qualifications

Recommended SBE A/E and G/S Measures: SBE A//E goal- **0%**; SBE G/S goal - **2%**

Please advise if additional information is needed to complete this request.

Your assistance with this matter is appreciated.

Attachment: Scope of Services

c: Laurie Johnson, ISD/SBD
Sergio San Miguel, MDAD
Pedro Hernandez, MDAD
Ralph Cutie, MDAD
Barbara S. Jimenez, MDAD
Marie Clark-Vincent, MDAD
Jorge Gonzales, MDAD

MDAD - BOND ENGINEERING CONSULTING SERVICES

1.1 INTRODUCTION/BACKGROUND

Miami-Dade County (the "County"), as represented by the Miami-Dade Aviation Department ("MDAD"), manages its Capital Improvement Program (CIP) and requires the services of an experienced and qualified firm to provide professional engineering services to ensure the proper use of bond funds and to comply with Amended and Restated Trust Agreement dated December 15, 2002.

1.2 SCOPE OF SERVICES

The services to be provided by the Respondent will be related to and be used in association with current and future projects in planning, design, and construction, such projects being a part of the Airport's Capital Improvement Program (CIP). The services may include, but are not limited to the following:

A. Bond Engineering Services:

- 1. Issuance of Bonds for Additional Improvements or Project** (as per Trust Agreement Section 210)
 - a. Provide signed statement certifying that the construction or acquisition of the improvement or project described in the resolution authorizing the issuance of such bonds is, in their opinion, necessary to place or maintain the Port Authority Properties in proper condition for their safe, efficient, and economic operation or to preserve, extend, increase or improve, the service, rendered by the Port Authority Properties, and given their estimate of the total cost of the improvements or project or portions thereof (including a reserve for contingencies), to be financed in whole or in part by the issuance of such bonds.
 - b. Provide estimate of total cost for project including contingency.
 - c. Provide estimated date of when project will be in operation.
 - d. Certify that the amount of the project in total or in part being paid out of bonds is required.
 - e. Review airport facility drawings and specifications for consistency with facility requirements and relevant with Miami-Dade Aviation Department's long-range plan.
- 2. Acquisition and Construction** (as per Trust Agreement section 702)
 - a. Review and approve drawings and specifications before the start of construction.

- b. Assist with the review of bid documents, contract award recommendations and approve construction contracts.
- 3. Requisitions on Construction Fund** (as per Trust Agreement Section 407)
 - a. Certify requisitions for payments out of construction funds to Authority and Trustee.
- 4. Certificate after Completion of Improvement: Disposition of Balance in Construction Fund** (as per Trust Agreement Section 411)
 - a. Approve certificate of completion at the end of each project and reconcile remaining project cost.
- 5. Issuance of Revenue Refunding Bonds to Refund Other Obligations** (as per Trust Agreement Section 212)
 - a. Provide estimates of the deposits to be made to the credit of the Reserve Maintenance Fund in each of the five (5) fiscal years immediately following the delivery of such bonds.
 - b. Provide signed statement to the Trustee needed in revenue refunding bonds authentication on payments for refunding other obligations from the airport revenues.
- 6. Insurance Program** (as per Trust Agreement Section 706)
 - a. Review and recommend use of proceeds from Insurance Claims related to bond funded projects.
- 7. Limitation on Construction** (as per Trust Agreement Section 707)
 - a. In case of use of revenue funds on construction, certify that project will not impact operations and/or impact bondholders' rights.
- 8. Funds and Accounts of County** (as per Trust Agreement Section 708)
 - a. Keep track and copies of revised rates and charges and annual report of operations of the Port Authority Properties.

B. Annual Inspection and Report:

- 1. Employment and Duties of Consulting Engineers** (as per Trust Agreement Section 705 and 503)
 - a. Inspect Airport facilities, note conditions of facilities, note deficiencies.

- b. Prepare the annual bond engineer report, which includes providing recommendations, cost estimates and the approximate time required for the fixes.
- c. Provide recommendation as to the amount that should be deposited for the fiscal year in the reserve maintenance fund.

C. Support Services:

The Respondent shall provide professional services for any other supportive tasks ancillary to the primary scope of services. The services will be directed, coordinated and performed upon request of the MDAD and may include but not be limited to:

- a. Pavement Management System Assistance: Provide staff and field services for administration, observations, task order preparation, rubber and stripe removal, and provide information for future pavement repairs.
- b. Reviews and Support Services for non-bonded projects: Provide technical review services of construction documents to assist with compliance with the Department's design guidelines, procedures, manuals, life safety master plans, as well as the applicable codes, statutes, ordinances, regulations and standards. Assist MDAD to identify deficiencies in documents and verify resolution(s) on revised construction documents. Provide drawing reviews and resolve review comments.
- c. Passenger Boarding Bridge (PBB) Engineering and Procurement Support: Engineering support for the replacement, refurbishment and/or relocation of existing PBB inventory and any other support services related to the procurement and maintenance of PBBs.
- d. Architectural/Engineering Support and Assistance: Conduct building assessment, provide specialty Inspections Reports, Studies and Building Recertifications.
- e. Commissioning Guidelines Manual Update: Provide architectural and engineering assistance and support as required for the update of the Commissioning Guidelines Manual.
- f. Design Guidelines Update: Provide support services for the review and update of the Design Guidelines Manual for technical content and compliance with applicable codes, standards and local ordinances.
- g. Scheduling services and/or claim analysis.
- h. Estimating Services

1.2.1 ADDITIONAL SERVICES

The services to be provided under this contract are specified in Section 1.2 – Scope of Services, with descriptions of the tasks to be completed, the reports to be furnished and other Contract requirements. The Miami-Dade Aviation Department without invalidating the Contract, may request additional services as necessary.

1.3 MINIMUM QUALIFICATIONS

It is preferred that the prime firm should possess and demonstrate at least seven (7) years of verifiable experience in providing project management bond engineering services in large capital improvement programs over one billion dollars.

1.4 PRECLUSION

1. The Prime firm, and its subconsultants, with a current agreement or open service order/work order with Miami-Dade Aviation Department for design and/or construction management services either as a prime or as a subconsultant to prime on such open service or work order will not be considered for award of this agreement.
2. The Prime firm, and its subconsultants, in the process of negotiating a new agreement with Miami-Dade Aviation Department (MDAD), either as a prime or as a subconsultant to prime negotiating such agreement, will not be considered for award of this agreement unless the firm withdraws from negotiations in writing.
3. The Prime firm selected for award of this agreement, and its subconsultants, will not be considered for any new MDAD agreement, as either a prime or as a subconsultant to a prime seeking such award, during the effective term of this agreement. Without limiting the preceding, this prohibition specifically includes future contracts for airport master planning, Traffic Engineer pursuant to the MDAD's Trust Agreement, or financial consulting. Additionally, the prime and its subconsultants may not contract to provide services to any airline or airline group with respect to their operations at Miami International Airport.
4. During the life of the Agreement, the Prime and its subconsultants will not enter into any other agreement which, in the opinion of the Trustee under the Trust Agreement, is a conflict of interest with the provision of services under this agreement.