

Memorandum



Date: June 27, 2013

To: Veronica Clark, Assistant to the Director
Department of Regulatory and Economic Resources
Small Business Development, Business Affairs Division

From: Milton L. Collins, Associate Director *MDC*
MDAD Minority Affairs Division

Subject: MIA Satellite E APM System Replacement
Project No. P252A

RECOMMENDATION:

This is a request for the Small Business Development Division to approve the attached project in order for the Aviation Department to proceed with the **MIA Satellite E APM System Replacement, Project No. P252A.**

The Minority Affairs Division staff and the Facilities Management Division have evaluated the subject project and recommends a **12% CBE Goal** as the contract measure, as set forth in Implementing Order #3-41, the attached MDAD Contract Measure Analysis Worksheet findings and other supporting documents attached.

The Term of the this Agreement shall be for five (5) years and shall begin upon execution by the parties and shall be in effect until all Services are completed or until those Service Orders in force at the end of the stated period of time have been completed or until those Services accepted, whichever may be later.

The estimated amount for this Agreement is \$2,857,125.00 and will be funded through Improvement Funds and Reserve Maintenance funds.

A Bid Waiver contract is requested by the Miami-Dade Aviation Department that requires the services of Nifah and Partners Consulting Engineers, Inc. Certification No. 1737, to provide Civil Engineering services and Louis J. Aguirre & Associates, P.A. Certification No. 1486, to provide Mechanical and Electrical services.

All services provided by the Sub-consultants shall be consistent with those commitments made by the Fixed Facilities Consultant (FFC). Such services shall be pursuant to appropriate agreements between the Fixed Facilities Consultant (FFC) and the Sub-consultants, which shall contain provisions that preserve and protect the rights of the Owner under this Agreement. Nothing contained in this Agreement shall create any contractual relationship between the Owner and the Sub-consultants.

The Fixed Facilities Consultant (FFC) shall not change any Sub-consultant without prior approval by the Director in response to a written request from the Fixed Facilities Consultant (FFC) stating the reasons for any proposed substitution. Any approval of a Sub-consultant by the Owner shall not in any way shift the responsibility for the quality and acceptability by the Owner of the services performed by the Sub-consultant from the Fixed Facilities Consultant (FFC) to the Owner. The Fixed Facilities Consultant (FFC) shall cause the names of Sub-consultants responsible for significant portions of the Services to be inserted on the Plans and Specifications, subject to the approval of the Owner. The Fixed Facilities Consultant (FFC) may employ Sub-consultants to assist the Fixed Facilities Consultant (FFC) in performing specialized Services.

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The intent of the Agreement is for the Fixed Facilities Consultant (FFC) to provide design reviews, design support during construction, construction administration and inspection services, and other additional services as directed by the Owner at its sole discretion and authorized by service order, to assure that the Fixed Facilities are designed and constructed in accordance with the design criteria, design plans and all applicable state and local building codes, properly interfaced with the Operating System, and to include all necessary items for the proper completion of such services, for a fully functional facility which, when constructed in accordance with the design, will be able to be used by the Owner for its intended purpose. The Fixed Facilities Consultant (FFC) shall perform, as Professional Services, such incidental work, which may not be specifically referenced, but which are directly related to and necessary for the successful completion of the Project.

BACKGROUND/PROFESSIONAL SERVICES:

The Fixed Facilities Consultant (FFC) shall provide quality assurance, design oversight, construction administration, and construction inspection services for the Fixed Facilities of the MIA Satellite E APM System Replacement and O & M Services project. The overall objective of these Professional Services is to ensure the timely completion of the fixed facilities, control contract cost and schedule, to ensure that the design and construction conforms to the provisions of the Contract Documents, and to ensure that the Fixed Facilities is properly interfaced with the Operating Systems.

The Fixed Facilities Consultant (FFC) services shall include but are not limited to administrative assistance oversight during the design phases of the Fixed Facilities, quality assurance inspection tasks during the construction phases of the Fixed Facilities and participation in the final inspections during the testing, commissioning and close-out phase of the Fixed Facilities. Services shall also include providing project management, preparations of punchlists, coordinating daily inspections on an as needed basis, conducting Surface Water Pollution Prevention Plan (SWPPP) inspections and preparing SWPPP reports as requested by MDAD.

The Fixed Facilities Consultant (FFC) shall be in charge of Construction Inspection Services for the Fixed Facilities of the MIA Satellite E APM System Replacement and O & M Services Project and shall work in conjunction with the Operating System Consultant (OSC). The Fixed Facilities Consultant (FFC) shall function as an extension of MDAD's staff and shall conduct oversight of the MIA Satellite E APM System Replacement and O & M Services Project design and construction services, process and review any and all Contract submittals for verification of conformance with the approved plans and the established design criteria, and any supportive task ancillary to the Consultant Scope of Services including but not limited to the civil alignment, guideway structural criteria, space planning, electrical engineering, mechanical engineering, etc. and provide timely comments for non-conforming items.

The Fixed Facilities Consultant (FFC) shall schedule and conduct the construction coordination meeting as it relates to the Fixed Facilities and prepare minutes thereof; oversee related aspects of the Design, Build, Operate and Maintain (DBOM) Contract; prepare related correspondence, meeting minutes, reports, etc.; review and monitor the Project work progress schedule prepared and maintained by the DBOM Contractor, schedule of values, budget, progress, invoices, pay requests (partial and final), manpower, and other required submittals; attend meetings to coordinate and interface with other Projects and Project activities; review established interfaces during design for conformance and compliance; review the overall Contractor Plan; oversee overall quality and perform inspections of the Fixed Facilities, and infrastructure; prepare punch lists of corrective actions (non-conformance) and monitor punch list completion; review as-built documentation for completeness; and assist in the management of the Fixed Facilities of the DBOM contract, review claims, and perform other professional services as deemed necessary by the Owner.

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The Fixed Facilities Consultant (FFC) shall evaluate the work including the testing of materials by other professionals for compliance with the plans, prepare and submit a detailed written and sequentially numbered report of the observed conditions of the work, the progress of the work, and other observations of the work which shall be submitted to the MDAD Project Manager at least monthly. The Fixed Facilities Consultant (FFC) in coordination with the Operating System Consultant (OSC) shall assist in reviewing and evaluating all Contractors' claims relating to costs, execution, progress of the work, and all other matters or questions related thereto.

The Fixed Facilities Consultant (FFC) shall inspect the work to determine initial punch list items prior to substantial completion recording defects observed in the work and corrections of the defects. The Fixed Facilities Consultant (FFC) in coordination with the Operating System Consultant (OSC) shall review and prepare Change Orders, Work Orders, Bulletins and other appropriate documentation, assist in negotiations with respect to all changes in the work.

At the Owner's option, the Fixed Facilities Consultant (FFC) may be authorized by Service Order to perform or cause to be performed material testing, surveying and mapping to ensure compliance with the Design and Contract Documents of the Owner may direct a Geotechnical Engineering Company, Independent Engineering/Materials testing Laboratory, Survey Company, or other firm(s) under contract with the Owner to provide any necessary services for the Consultants. The Fixed Facilities Consultant (FFC) shall assure the timely performance of the tests, submittal of the test report records, surveys and other records and reports, and will review all submittals and recommend changes when necessary. **Testing Labs must have ASTM D3666 and ASTM C1077 Accreditation.** Survey and Testing Lab services billing rates shall not exceed current County rates at the time the Service Order is issued.

No Services under this Agreement shall be performed by the Fixed Facilities Consultant (FFC) prior to the receipt of an appropriate Service Order. Each Service Order shall specify: the scope of work, time of completion, deliverables, and total compensation for the services authorized and whether the Services are Basic Professional Services, or Additional Services. A Service Order may also be issued to stop the performance of such Services.

If you have questions, please contact me at (305) 876-7221 or C. Corrales at (305) 876-7991.

Attachments

cc: L. Johnson, SBD
V. Walters, SBD
E. Beltre, MDAD
F. Stirrup, MDAD
C. Corrales, MDAD
Project File

CAT. NO.	SERVICE DESCRIPTION	PRIME CONSULTANT	SUB-CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
1.00	TRANSPORTATION PLANNING			
	1.01 URBAN AREA AND REGIONAL TRANSPORTATION PLANNING			
	1.02 MASS AND RAPID TRANSIT PLANNING			
	1.03 AVIATION SYSTEMS AND AIRPORT MASTER PLANNING			
	1.04 PORT AND WATERWAY SYSTEMS PLANNING			
2.00	MASS TRANSIT SYSTEMS			
	2.01 MASS TRANSIT PROGRAM (SYSTEMS) MANAGEMENT			
	2.02 MASS TRANSIT FEASIBILITY & TECHNICAL STUDIES			
	2.03 MASS TRANSIT VEHICLE & PROPULSION STUDIES			
	2.04 MASS TRANSIT CONTROLS, COMMUNICATIONS, & INFORMATION SYSTEMS			
	2.05 GENERAL QUALITY ENGINEERING			
	2.06 MASS TRANSIT SAFETY CERTIFICATION FOR SYSTEM ELEMENTS			
3.00	HIGHWAY SYSTEMS			
	3.01 SITE DEVELOPMENT AND PARKING LOT DESIGN			
	3.02 HIGHWAY DESIGN			
	3.02A TUNNEL DESIGN			
	3.03 BRIDGE DESIGN			
	3.04 TRAFFIC ENGINEERING STUDIES			
	3.05 TRAFFIC COUNTS			
	3.06 TRAFFIC CALMING			
	3.07 TRAFFIC SIGNAL TIMING			
	3.08 INTELLIGENT TRANSPORTATION SYSTEMS ANALYSIS, DESIGN, AND IMPLEMENTATION			
	3.09 SIGNING, PAVEMENT MARKING, AND CHANNELIZATION			
	3.10 LIGHTING			
	3.11 SIGNALIZATION			
	3.12 UNDERWATER ENGINEERING INSPECTION			

MIAMI INTERNATIONAL AIRPORT

MAILING ADDRESS: P.O. BOX 025604, MIAMI, FLORIDA 33102-5504 • 4200 N.W. 36 STREET, SUITE 400, MIAMI, FLORIDA 33122

CAT. NO.	SERVICE DESCRIPTION	PRIME CONSULTANT	SUB CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
4.00	AVIATION SYSTEMS			
	4.01 ENGINEERING DESIGN			
	4.02 ARCHITECTURAL DESIGN			
5.00	PORT AND WATERWAY SYSTEMS			
	5.01 ENGINEERING DESIGN			
	5.02 ARCHITECTURAL DESIGN			
	5.03 CRUISE TERMINAL DESIGN			
	5.04 CRUISE TERMINAL EQUIPMENT DESIGN			
	5.05 CARGO TERMINAL DESIGN			
	5.06 CARGO TERMINAL EQUIPMENT DESIGN			
	5.07 SECURITY SYSTEMS			
	5.08 MARINE ENGINEERING DESIGN			
	5.09 ENVIRONMENTAL DESIGN			
	5.10 TRANSPORTATION SYSTEMS DESIGN			
	5.11 CONSTRUCTION MANAGEMENT			
6.00	WATER AND SANITARY SEWER SYSTEMS			
	6.01 WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION SYSTEMS			
	6.02 MAJOR WATER AND SANITARY SEWAGE PUMPING FACILITIES			
	6.03 WATER AND SANITARY SEWAGE TREATMENT PLANTS			
7.00	SOLID WASTE COLLECTION AND DISPOSAL SYSTEMS			
8.00	TELECOMMUNICATION SYSTEMS			
9.00	SOILS, FOUNDATIONS AND MATERIALS TESTING			
	9.01 DRILLING, SUBSURFACE INVESTIGATION AND SEISMOGRAPHIC SERVICES			
	9.02 GEOTECHNICAL AND MATERIALS ENGINEERING SERVICES			
	9.03 CONCRETE AND ASPHALT TESTING SERVICES			
	9.04 NON-DESTRUCTIVE TESTING AND INSPECTIONS			
	9.05 ROOF TESTING AND CONSULTING			

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QAT NO.	SERVICE DESCRIPTION	PRIME CONSULTANT	SUB CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
	9.06 MATERIALS TESTING/CONSULTING/TRAINING			
	INDUSTRIAL HYGIENE			
	ASBESTOS			
	AMBIENT AIR			
	BIO-HAZARDOUS			
	OSHA			
10.00	ENVIRONMENTAL ENGINEERING			
	10.01 STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES			
	10.02 GEOLOGY SERVICES			
	10.03 BIOLOGY SERVICES			
	10.04 CHEMISTRY SERVICES			
	10.05 CONTAMINATION ASSESSMENT AND MONITORING			
	10.06 REMEDIAL ACTION PLAN DESIGN			
	10.07 REMEDIAL ACTION PLAN IMPLEMENTATION/OPERATION/MAINTENANCE			
	10.08 PATHOGEN AND CONTAINMENT RISK ANALYSIS			
	10.09 WELLFIELD, GROUNDWATER, AND SURFACE WATER PROTECTION AND MANAGEMENT			
	10.10 COASTAL PROCESSES AND OCEAN ENGINEERING			
11.00	GENERAL STRUCTURAL ENGINEERING	10		
12.00	GENERAL MECHANICAL ENGINEERING		5	
13.00	GENERAL ELECTRICAL ENGINEERING		6	
14.00	ARCHITECTURE			
15.00	SURVEYING AND MAPPING			
	15.01 LAND SURVEYING			
	15.02 AERIAL PHOTOGRAMMETRY			
16.00	GENERAL CIVIL ENGINEERING		2	
17.00	ENGINEERING CONSTRUCTION MANAGEMENT	75		
18.00	ARCHITECTURAL CONSTRUCTION MANAGEMENT	3		

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CAT. NO.	SERVICE DESCRIPTION	PRIME CONSULTANT	SUB CONSULTANT	PERCENT OF TOTAL CONSULTANT FEE
19.00	VALUE ANALYSIS AND LIFE-CYCLE COSTING			
	19.01 TRANSPORTATION PLANNING			
	19.02 MASS TRANSIT SYSTEMS			
	19.03 HIGHWAY SYSTEMS			
	19.04 AVIATION SYSTEMS			
	19.05 PORT AND WATERWAY SYSTEMS			
	19.06 WATER AND SANITARY SYSTEMS			
	19.07 SOLID WASTE COLLECTION AND DISPOSAL SYSTEMS			
	19.08 TELECOMMUNICATION SYSTEMS			
	19.09 SOILS, FOUNDATIONS, AND MATERIALS TESTING			
	19.10 ENVIRONMENTAL ENGINEERING			
	19.11 GENERAL STRUCTURAL ENGINEERING			
	19.12 GENERAL MECHANICAL ENGINEERING			
	19.13 GENERAL ELECTRICAL ENGINEERING			
	19.14 ARCHITECTURE			
	19.15 GENERAL CIVIL ENGINEERING			
	19.16 LANDSCAPE ARCHITECTURE			
20.00	LANDSCAPE ARCHITECTURE			
21.00	LAND USE PLANNING			
22.00	ADA TITLE II CONSULTANT			
23.00	AVIATION ACOUSTICAL AND LAND USE COMPATIBILITY PLANNING			

*Detailed descriptions of certification categories may be obtained from MDAD Contracts Administration.

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Department of Regulatory and Economic Resources
 Small Business Development Division
 Certified CBE Firms as of
 June 20, 2013

FIRM NAME	CONTACT	ADDRESS	PHONE FAX	CERT NO.	EXP. DATE	CERTIFIED BUSINESS ENTERPRISE TRADE CATEGORIES
NEVILLE/STEFFENS ARCHITECTS, LLP 12/22/1999	MICHAEL STEFFENS	316 Miracle Mile Coral Gables, FL 33134-0000	305-448-5299 305-444-0842	14807	01/31/2015	CBE 541330 Engineering Services 1400 TIER 1 Architecture 1800 Architectural Construction Management 541310 Architectural Services
NIRAH AND PARTNERS CONSULTING ENGINEERS, INC. 08/01/1995	SAMUEL NIRAH	8785 SW 165th Ave, Suite 108 Miami, FL 33193-0000	305-386-1002 305-386-3907	1737	10/31/2014	CBE 0103 Transportation Planning-Airport Master Plan 0202 Mass Transit Feasibility & Technical Studies 0205 Mass Transit General Quality Engineering 0301 Highway Systems-Site Develop/Parking Lot Design 0302 Highway Systems-Highway Design 0303 Highway Systems-Bridge Design 0401 Aviation Systems-Engineering Design Port & Waterway Systems-Engineering Design 0501 W & S Sewer Sys- Water Dist & Sanitary Sewage Coll 0602 W & S Sewer Sys-Major Water & Sewer Pumping Facility 1100 General Structural Engineering 1600 General Civil Engineering 1700 Engineering Construction Management 1904 Value Analysis/Life-Cycle Costing- Aviation Systems 1911 Value Analysis/Life-Cycle Costing-Gen Structural 1916 Value Analysis/Life-Cycle Costing-Gen Civil Eng 541330 Engineering Services
NORTH STAR GROUP, INC. 05/01/2000	JOSE A. ROCHE	1805 Ponce De Leon Blvd, Apt. 512 Coral Gables, FL 33134-0000	305-219-1203 305-444-6888	11541	01/31/2015	CBE 541330 Engineering Services 1501 TIER 1 Surveying And Mapping-Land Surveying 541370 Surveying And Mapping (Except Geophysical) Services
NOVA CONSULTING, INC.	MARIA MOLINA	10486 NW 31st Ter	305-436-9200	1745	06/30/2014	CBE TIER 2

* Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final approval. You may contact the firm or SBD for approval status.

* Firms with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SBD (305-375-2379) for more information.



Department of Regulatory and Economic Resources
 Small Business Development Division
 Certified CBE Firms as of
 June 20, 2013

FIRM NAME	CONTACT	ADDRESS	PHONE FAX	CERT NO.	EXP. DATE	CERTIFIED BUSINESS ENTERPRISE TRADE CATEGORIES
LOCUS ARCHITECTURE, INC. 03/01/1995	NEILSON M. DE LEON	500 S Dixie Hwy, Suite 307 Coral Gables, FL 33146-0000	305-740-0120 305-740-5798	4239	04/30/2015	CBE 541310 Architectural Services TIER 1 1400 Architecture 1800 Architectural Construction Management 2200 Ada Title II Consultant 541310 Architectural Services
LONGITUDE SURVEYORS, LLC 03/12/2004	EDUARDO SUAREZ	4055 NW 97th Ave, 2nd Fl Doral, FL 33178-0000	305-463-0912 305-513-5680	15160	12/31/2015	CBE 1501 Surveying And Mapping-Land Surveying 541370 Surveying And Mapping (Except Geophysical) Services TIER 1
LOUIS I AGUIRRE & ASSOCIATES, P.A. 03/03/1970	LOUIS I AGUIRRE	9150 S Dadeland Blvd, Suite 900 Miami, FL 33156-0000	305-670-0141 305-670-0144	1486	06/30/2014	CBE TIER 2 0401 Aviation Systems-Engineering Design 0800 Telecommunications Systems 1200 General Mechanical Engineering 1300 General Electrical Engineering 1700 Engineering Construction Management 541330 Engineering Services TIER 1 1400 Architecture 1800 Architectural Construction Management 2200 Ada Title II Consultant 541310 Architectural Services
LUIS E NAYYA D/B/A NAYYA ARCHITECTS 05/01/1995	LUIS NAYYA, A. I. A.	2100 Ponce De Leon Blvd, Suite #1170 Coral Gables, FL 33134-0000	305-265-7177 305-262-8435	1707	03/31/2015	CBE TIER 1 1400 Architecture 1800 Architectural Construction Management 2200 Ada Title II Consultant 541310 Architectural Services
M. E. P. ENGINEERING, INC. 12/01/1989	ANTONIO NARANJO	10590 NW 27th St, Suite #101 Doral, FL 33172	305-471-0160 305-593-2530	1509	09/30/2014	CBE TIER 1 1200 General Mechanical Engineering 1300 General Electrical Engineering 1700 Engineering Construction Management 1912 Value Analysis/Life-Cycle Costing-Gen Mechanical 1913 Value Analysis/Life-Cycle Costing-Gen Electrical 541330 Engineering Services
M. HAJJAR & ASSOCIATES, INC. 04/19/1999	MOHAMMAD HAJJAR	45 Valencia Ave Coral Gables, FL 33134-0000	305-445-2399 305-445-2219	5306	07/31/2015	CBE TIER 1 0601 W & S Sewer Sys-Water Dist & Sanitary Sewage Coll 1100 General Structural Engineering 1200 General Mechanical Engineering

* Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final approval. You may contact the firm or SBD for approval status.

* Firms with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SBD (305-375-2378) for more information.

MDAD's CONTRACT MEASURES AND ANALYSIS WORKSHEET

To: Veronica Clark, Assistant to the Director,
Department of Regulatory and Economic Resources,
Small Business Development, Business Affairs

From: Milton L. Collins, Associate Director
Minority Affairs Division
Miami-Dade Aviation Department



PROJECT/CONTRACT TITLE: MIA Satellite E APM System Replacement
PROJECT/CONTRACT NUMBER: P252A
DEPARTMENT: Miami Dade Aviation Department
ESTIMATED PROJECT COST: One (1) Agreement
\$2,857,125.00
FUNDING SOURCE: Improvement Funds and Reserve Maintenance
Funds

DESCRIPTION OF PROJECT/BID:

The Fixed Facilities Consultant (FFC) shall provide quality assurance, design oversight, construction administration, and construction inspection services for the Fixed Facilities of the MIA Satellite E APM System Replacement and O & M Services Project. The overall objective of these Professional Services is to ensure the timely completion of the Fixed Facilities, control contract cost and schedule, to ensure that the design and construction conforms to the provisions of the Contract Documents and to ensure that the Fixed Facilities is properly interfaced with the Operating Systems. The Fixed Facilities Consultant (FFC) services shall include but are not limited to administrative assistance oversight during the design phases of the Fixed Facilities, quality assurance inspection tasks during the construction phases of the Fixed Facilities and participation in the final inspections during the testing, commissioning and close-out phase of the Fixed Facilities. Services shall also include providing project management, preparation of punchlists, coordinating daily inspections on an as needed basis, conducting Surface Water Pollution Prevention Plan (SWPPP) inspections and preparing SWPPP reports as requested by MDAD.

CONTRACT MEASURES RECOMMENDATION:

Trade Set-Aside _____ Bid Preference _____ Subcontractor Goal X
Project Goal _____ Measures _____ Selection Factor _____

REASONS FOR RECOMMENDATION:

Analysis of the factors contained in Implementing Order #3-41 indicates that a CBE Subcontractor Goal is appropriate for this contract.

ANALYSIS FOR RECOMMENDATION OF A SUBCONTRACTOR GOAL:

ESTIMATED PROJECT COST: \$2,857,125.00 12% CBE

Walters, Vivian (RER)

From: Corrales, Caridad (Aviation) [CCORRALES@miami-airport.com]
Sent: Thursday, June 27, 2013 4:13 PM
To: Clark, Veronica (RER)
Cc: Walters, Vivian (RER); Johnson, Laurie (RER); Stirrup, Franklin (Aviation); Beltre, Ernesto (Aviation); Collins, Milton (Aviation)
Subject: MIA Satellite E APM System Replacement
Attachments: MinorityAffairsSharpScannerDoNotReply_20130627_162055.pdf

Good afternoon Veronica, Vivian- as an attachment is the Recommendation Memorandum for the MIA Satellite E APM System Replacement, Project No. P252A. Please advise if you have any questions.

Thank you

Caridad "Cookie" Corrales
Contract Compliance Specialist II
MDAD-Minority Affairs Division
Phone: (305) 876-7991 Fax: (305)-876-0382
E-mail: ccorrales@miami-airport.com