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**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO PROFESSIONAL CONSULTANTS (NTPC)
MIAMI-DADE COUNTY JUDICIAL ADMINISTRATION (JA) AND
MIAMI-DADE COUNTY CORRECTIONS AND REHABILITATION DEPARTMENT (MDCR)
PROFESSIONAL SERVICES AGREEMENT FOR REVISIONS TO
THE 2008 ELEVENTH JUDICIAL CIRCUIT-WIDE COURTS AND
THE 2008 CORRECTIONAL FACILITIES MASTER PLANS**

ISD PROJECT NO. A16-AOC-01 GOB

The County Mayor, Miami-Dade County (County), pursuant to Section 287.055, Florida Statutes, 2-8.1 and 2-10.4 of the Miami-Dade County Code and Administrative Order 3-39, announces that the Judicial Administration (JA) and the Miami-Dade County Corrections and Rehabilitation Department (MDCR) require Professional Services Agreement for the Revision to the 2008 Eleventh Judicial Circuit-wide Courts and the 2008 Correctional Facilities Master Plans under ISD Project No. A16-AOC-01 GOB.

SCOPE OF SERVICES

Professional services are required to provide a study updating the 2008 Eleventh Judicial Circuit-wide Courts Master Plan in order to assess future needs and provide design standards for the expansion of Court Facilities in Miami-Dade County's Eleventh Judicial Circuit Court. The services will include planning, analysis, master planning, feasibility studies, programing, site development analysis, scheduling, and cost estimating. The scope of services will apply to all criminal courts in the Eleventh Judicial Circuit of Florida, including the Public Defender's Office and the State Attorney's Office. The consultant will compile information that is necessary to determine:

- 1) Need for expansion of current facilities:
 - (a) History and overview, existing conditions, long term needs analysis
 - (b) Historic and projected forecasts on population trends and estimates, and impact on future staff requirements
 - (c) Historic and projected forecasts on caseload trends and estimates (by major functional area), and impact on future staff requirements
 - (d) Demographics
 - (e) Facilities inventory and evaluation, maintenance of existing facilities
- 2) The type, frequency, and intensity of interaction with the courtroom environment
- 3) The number of staff directly involved with the courtroom environment:
 - (a) History and overview, existing conditions, long-term needs analysis
- 4) The type of space and important functional adjacencies that support an agency's relationship to the courtroom environment; Clerk of Court; Miami Dade Police Department-Court Services Unit; Grand Jury-State Attorney's Office; Law Library; and ISD's Facilities and Utilities Management Division (FUMD)
- 5) The professional consultant will be documenting the basic organizational structure; staff numbers and functions; ratio of staff to court judges, and type and level of interaction with the court facilities and spatial implications of the court facilities for the type of space required (offices, training capability, etc.); public versus private spaces (waiting areas, courtroom related spaces) (Public use and access); and functional relationships with other components of the Courts:

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- (a) Court Facilities Planning Guidelines
- (b) Court Facilities Space Standards
- 6) Development and site options:
 - (a) Downtown options, Historic Courthouse, Decentralization
 - (b) Zoning Issues / Downtown Development of Regional Impact (DRI)
 - (c) Transit and parking components and requirements
- 7) Court program analysis and services
- 8) Court trends
- 9) Technology directions
 - (a) Data exchange and Records Management
 - (b) E-filing impact
 - (c) Remote conferencing technologies
 - (d) Evidence presentation technologies
 - (e) Increased intern utilization
- 10) Security:
 - (a) Homeland Security standards
- 11) Energy efficiency and sustainability
- 12) Transportation and traffic impacts
- 13) Effects of natural disasters/hurricanes, sea level rise

In addition, professional services are required to provide a study updating the 2008 Master Plan for Miami-Dade County Correctional Facilities in order to assess the Department's future needs and provide the correctional design standards for the Master Plan in its entirety. The services will include planning, analysis, master planning, feasibility studies, programing, site development analysis, scheduling, and cost estimating for all existing facilities, as well as a feasibility study for a new Krome Detention Center and the programming and site development of a Criminal Justice Complex, which will include, but will not be limited to, the following:

- 1) The evaluation of existing conditions and future needs for all Miami-Dade Corrections and Rehabilitation (MDCR) facilities that accumulatively leads to the arrangement of each element into a comprehensive Master Plan to meet current and projected needs
- 2) Limited site evaluation of existing facilities*
- 3) Historic and projected forecast on population trends and rate of incarceration
- 4) Historic projections and updated forecast on MDCR's long-term needs, and assessment of current County correctional facilities operations
- 5) Evaluation and conditions of aging facilities, such as Pre-Trial Detention Center (PTDC) and the Treatment and Training Center (TTC)*
- 6) Recommended alternatives to PTDC and TTC
- 7) Detailed current and future needs for Krome Detention Center
- 8) Evaluation of the feasibility of a Criminal Justice Complex
- 9) Analysis of in-custody criminal court room requirements
- 10) Transit and parking components

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- 11) Feasibility of construction and space requirements for Criminal Justice Partners
- 12) Definition and evaluation of alternatives
- 13) Conceptual design solutions
- 14) Estimates of probable construction costs
- 15) Demographics
- 16) Facilities inventory and evaluation, maintenance of existing facilities
- 17) Correctional facility trends
- 18) Technology directions
- 19) Security, energy efficiency, and sustainability
- 20) Effects of natural disasters, hurricanes, and sea-level rise
- 21) Development and site options
- 22) Recommended master plan

(*) Site Evaluations should be limited and conducted within the parameters of the department's recommendations, utilizing existing information from the Construction Management Division in conjunction with information listed within the 2008 Master Plan.

PROJECT COST

The estimated total contract amount is one million three hundred eighty seven thousand five hundred dollars (\$1,387,500) inclusive of all contingencies and dedicated allowances. One consultant/team of firms will be retained under a non-exclusive Professional Services Agreement for an effective term of 730 days, or until project completion whichever occurs last. The consultant selected for this solicitation will not be eligible to render services under a design contract executed pursuant to the study/Master Plan.

EXPERIENCE AND QUALIFICATIONS

Yes. It is preferred that the prime consultant and/or subconsultants demonstrate the following experience:

- 1) Court Facility Design/Programming Projects, completed within the last (10) years from the date of this solicitation.
- 2) Experience in needs assessment for a large court facility complex (minimum 125,000 square feet).

A/E TECHNICAL CERTIFICATION REQUIREMENTS FOR THE A/E DESIGN TEAM

- 14.00 Architecture (Prime/Other)
- 21.00 Land-Use Planning (Prime/Other)

CONTRACT MEASURES

The Miami-Dade County Small Business Enterprise (SBE) goals are as follows:

- a) 10.00% SBE-A/E goal

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