

# Memorandum



**Date:** January 18, 2013

**To:** Jack Osterholt, Deputy Mayor/Director  
Regulatory and Economic Resources

**From:** Bill Johnson, Director   
PortMiami

**Subject:** Recommendation for Non-exclusive Professional Services Agreement for Architectural and Engineering Services for PortMiami Cruise Terminals and Central Examination Facilities, Contract No. A12-SEA-01, Project No. 2013-001

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Your assistance in reviewing this request and forwarding the attached recommendation to the Division of Small Business Development (SBD) for consideration is respectfully requested. It is recommended that SBD review the attached request for Community Business Enterprise (CBE) measures for this project, in order to proceed with the advertisement and subsequent bidding of the project.

**Professional Services Agreement (PSA) for Architectural and Engineering Services for PortMiami Multiple Facilities:** The Consultant shall provide professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize Port Facilities; including Cruise Terminals A, B, C and D, United States Customs and Border Protection (CBP) Centralized Examination Stations and Operational Support Facilities. The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services for Repairs, Upgrades and New Construction of Port Facilities. 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. Projects may include upgrades or new construction for all or some of the following: Cruise Terminals; Ferry Terminals; Provisioning Facilities; Baggage Conveyance Systems; Horizontal and Vertical Circulation Systems; Connection of Boarding Bridges to Facilities; Landside and Waterside Site Development; Wharf and Berthing Improvements; Wharf Access; Intermodal Areas; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements including checkpoints and CBP Processing Areas; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

The consultant shall provide all the necessary investigations; surveys; site investigations; studies; modeling; architectural and engineering designs and design criteria; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); audio/visual design; cost estimates; schedules; coordination with baggage carousels, passenger boarding bridges (PBB), and Art in Public Places; value engineering coordination; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services and review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project.

All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements; PortMiami Design Guidelines; and the United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS), Small Sea/Cruise/Ferry Federal Inspection Services (FIS) Facility Requirements, Standards for Security of International Cargo; as needed and conform with the County's Sustainable Buildings Program, Implementing Order No. 8-8.

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.02	Port and Waterway Systems – Architectural Design (PRIME)	26%	\$ 1,144,000.00
5.03	Cruise Terminal Design (PRIME)	36%	\$ 1,584,000.00
18.00	Architectural Construction Management (PRIME)	16%	\$ 704,000.00
22.00	ADA Title II Consultant (PRIME)	2%	\$ 88,000.00
5.04	Cruise Terminal Equipment Design	3%	\$ 132,000.00
5.08	Port and Waterway Systems – Marine Engineering Design	1%	\$ 44,000.00
5.10	Transportation Systems Design	2%	\$ 88,000.00
11.00	General Structural Engineering	3%	\$ 132,000.00
12.00	General Mechanical Engineering	2%	\$ 88,000.00
13.00	General Electrical Engineering	2%	\$ 88,000.00
15.01	Land Surveying	1%	\$ 44,000.00
16.00	General Civil Engineering	2%	\$ 88,000.00
17.00	Engineering Construction Management	3%	\$ 132,000.00
20.00	Landscape Architecture	1%	\$ 44,000.00
<b>Total Estimated Professional Fees</b>		<b>100%</b>	<b>\$ 4,400,000.00</b>

The prime consultant must hold Technical Certifications 5.02 - Port and Waterway Systems - Architectural Design, 5.03 - Cruise Terminal Design, 18.00 - Architectural Construction Management, and 22.00 - ADA Title II Consultant. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County at the time of qualifications submittal in the Technical Certification Categories identified above. Interested professional architectural firms must have five years experience for similar work as described in the scope of services denoted above (applies only to prime consultants).

**In addition, the prime consultant and/or subconsultants selected for award of this solicitation will not be allowed to propose or be considered for any design-build projects, for which design criteria specifications are developed for PortMiami under this A/E Services Agreement.**

The CBE Goal recommendation is **14.00%**. The Agreement will be in the approximate amount of \$4,400,000.00, which includes the 10% contingency, and shall remain in effect for a total of four (4) years with two (2), one-year options to extend. Should you have any questions, please feel free to contact Mr. Dorian K. Valdes, P.E., Assistant Port Director of Capital Development at (305) 347-4802.

Attachments

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

Contract/Project Title Architectural and Engineering Services for Port Miami Cruise Terminals and Central Examination Facilities  
 Contract/Project No. A12-SEA-01 / 2013-001  
 Description See attached Scope of Work  
 Department Seaport Contact Elizabeth Ogden Phone (305) 347-5521  
 Estimated Cost 1 Agreement for \$4,400,000.00 Funding Source Seaport Loans

**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>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>14.00%</u>	<u>N/A</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>5.02 Port &amp; Waterway Systems – Architectural Design (Prime)</u>	<u>\$ 1,144,000.00</u>	<u>26%</u>	_____
<u>5.03 Cruise Terminal Design (Prime)</u>	<u>\$ 1,584,000.00</u>	<u>36%</u>	_____
<u>18.00 Architectural Construction Management (Prime)</u>	<u>\$ 704,000.00</u>	<u>16%</u>	_____
<u>22.00 ADA Title II Consultant (Prime)</u>	<u>\$ 88,000.00</u>	<u>2%</u>	_____
<u>5.04 Cruise Terminal Equipment Design</u>	<u>\$ 132,000.00</u>	<u>3%</u>	_____
<u>5.08 Port &amp; Waterway Systems – Marine Engineering Design</u>	<u>\$ 44,000.00</u>	<u>1%</u>	_____
<u>5.10 Transportation Systems Design</u>	<u>\$ 88,000.00</u>	<u>2%</u>	_____
<u>11.00 General Structural Engineering</u>	<u>\$ 132,000.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>12.00 General Mechanical Engineering</u>	<u>\$ 88,000.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>13.00 General Electrical Engineering</u>	<u>\$ 88,000.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>15.01 Land Surveying</u>	<u>\$ 44,000.00</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>
16.00 General Civil Engineering	\$ 88,000.00	2%	>3
17.00 Engineering Construction Management	\$ 132,000.00	3%	>3
20.00 Landscape Architecture	\$ 44,000.00	1%	>3
Total	\$ 4,400,000.00	100%	

Basis for Recommendation

  
By: PortMiami

Date to SBA/DPM

**MIAMI-DADE COUNTY, FLORIDA  
NOTICE TO PROFESSIONAL CONSULTANTS (NTPC)  
MIAMI-DADE SEAPORT DEPARTMENT (SEA)  
ARCHITECTURAL AND ENGINEERING SERVICES FOR PORTMIAMI  
CRUISE TERMINALS AND CENTRAL EXAMINATION FACILITIES**

**OCI PROJECT NO. A12-SEA-01**

**1.2 SCOPE OF SERVICES**

PortMiami is seeking consultant services to provide professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize Port Facilities; including Cruise Terminals A, B, C and D, United States Customs and Border Protection (CBP) Centralized Examination Stations and Operational Support Facilities. The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services for Repairs, Upgrades and New Construction of Port Facilities. 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. Projects may include upgrades or new construction for all or some of the following: Cruise Terminals; Ferry Terminals; Provisioning Facilities; Baggage Conveyance Systems; Horizontal and Vertical Circulation Systems; Connection of Boarding Bridges to Facilities; Landside and Waterside Site Development; Wharf and Berthing Improvements; Wharf Access; Intermodal Areas; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements including checkpoints and CBP Processing Areas; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

The consultants shall provide all the necessary investigations; surveys; site investigations; studies; modeling; architectural and engineering designs and design criteria; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); audio/visual design; cost estimates; schedules; coordination with baggage carousels, passenger boarding bridges (PBB), and Art in Public Places; value engineering coordination; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services and review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project.

All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements; PortMiami Design Guidelines; and the United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS), Small Sea/Cruise/Ferry Federal Inspection Services (FIS) Facility Requirements, Standards for Security of International Cargo; as needed and conform with the County's Sustainable Buildings Program, Implementing Order No. 8-8.

*Construction value of the work is estimated to cost \$35,000,000.*

*One PSA will have an effective term of four years for professional services requested during the initial term. The two one-year options to extend are based solely on the approval of the County Mayor or County Mayor's designee. The aforementioned effective term excludes the warranty administration period.*

Experience and Qualification(s):

The experience and qualification(s) denoted below must be met by qualified individual(s) of the prime consultant's team:

- 1) Interested professional architectural firms must have five years experience for similar work as described in the scope of services denoted above (applies only to prime consultants).
- 2) **In addition, the prime consultant and/or subconsultants selected for award of this solicitation will not be allowed to propose or be considered for any design-build projects, for which design criteria specifications are developed for PortMiami under this A/E Services Agreement.**

**1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS**

5.02 Port and Waterway Systems – Architectural Design (PRIME)	26%
5.03 Cruise Terminal Design (PRIME)	36%
5.04 Cruise Terminal Equipment Design	3%
5.08 Port and Waterway Systems – Marine Engineering Design	1%
5.10 Transportation Systems Design	2%
<b>11.00 General Structural Engineering</b>	<b>3%</b>
<b>12.00 General Mechanical Engineering</b>	<b>2%</b>
<b>13.00 General Electrical Engineering</b>	<b>2%</b>
<b>15.01 Land Surveying</b>	<b>1%</b>
<b>16.00 General Civil Engineering</b>	<b>2%</b>
<b>17.00 Engineering Construction Management</b>	<b>3%</b>
18.00 Architectural Construction Management (PRIME)	16%
<b>20.00 Landscape Architecture</b>	<b>1%</b>
22.00 ADA Title II Consultant (PRIME)	2%
\$4,400,000.00 fees (includes 10% contingency)	100%

**1.7 CONTRACT MEASURE(S)**

The Miami-Dade County Community Business Enterprises (CBE) contract participation provisions (Exhibit A) are as follows:

1 Agreement – **14%** CBE Sub-Consultant Goal