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# Memorandum



Date: July 23, 2013

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

From: Bill Johnson, Director  
PortMiami

A handwritten signature in black ink, appearing to read "Bill Johnson", written over the printed name in the "From:" field.

Subject: Recommendation for Non-exclusive Professional Services Agreement for Architectural and Engineering Services for PortMiami Federal Inspection Facility, Contract No. A13-SEA-03, Project No. 2013-033

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 Federal Inspection Facility:** The Consultant shall provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for a new Cargo Terminal Federal Inspection Facility that includes a Central Examination Station (CES), warehouse, parking facility, office and operational/ maintenance support facility for Customs and Border Protection (CBP).

The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services. These professional services are required to provide state of the art facilities to support Port Operations that are evolving as the industry advances. The project may include upgrades and new construction for all or some of the following components: Landside and Waterside Site Development; Site and Facility Circulation; Wharf Access; Restrooms; Canopies; Signage; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements, including video surveillance, checkpoints and CBP Processing Areas; Secure Local Area Computer Network; 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 necessary professional services; surveys; site investigations; studies; modeling; architectural and engineering designs; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); cost estimates; schedules; Art in Public Places coordination; 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, submittals, proposed substitutions, pay requests and 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; the United States Department of the Treasury, Standards for

Jack Osterholt  
 Deputy Mayor/Director  
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Security of International Cargo; the Florida Building Code; and 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)	45%	\$ 792,000.00
18.00	Architectural Construction Management (PRIME)	17%	\$ 299,200.00
22.00	ADA Title II Consultant (PRIME)	2%	\$ 35,200.00
5.05	Port and Waterway Systems – Cargo Terminal Design	15%	\$ 264,000.00
5.07	Port and Waterway Systems – Security Systems	2%	\$ 35,200.00
<b>11.00</b>	<b>General Structural Engineering</b>	<b>5%</b>	<b>\$ 88,000.00</b>
<b>12.00</b>	<b>General Mechanical Engineering</b>	<b>3%</b>	<b>\$ 52,800.00</b>
<b>13.00</b>	<b>General Electrical Engineering</b>	<b>3%</b>	<b>\$ 52,800.00</b>
<b>15.01</b>	<b>Land Surveying</b>	<b>1%</b>	<b>\$ 17,600.00</b>
<b>16.00</b>	<b>General Civil Engineering</b>	<b>3%</b>	<b>\$ 52,800.00</b>
<b>17.00</b>	<b>Engineering Construction Management</b>	<b>3%</b>	<b>\$ 52,800.00</b>
<b>20.00</b>	<b>Landscape Architecture</b>	<b>1%</b>	<b>\$ 17,600.00</b>
<b>Total Estimated Professional Fees</b>		<b>100%</b>	<b>\$ 1,760,000.00</b>

The prime consultant must hold Technical Certifications 5.02 - Port and Waterway Systems - Architectural 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 performing services within Technical Certifications 5.02, 5.05, 5.07, 18.00 and 22.00 must have five years' experience for similar work as described in the scope of services denoted above (applies to prime consultants and Technical Certifications 5.05 and 5.07 sub-consultants). Applicants shall indicate in their response which previous projects meet this requirement.

**Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03, Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond Engineering Services, are precluded from being considered for award of this PSA.**

The CBE Goal recommendation is **19.00%**. The Agreement will be in the approximate amount of \$1,760,000.00, 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 Ms. Elizabeth Ogden, R.A., LEED AP, Chief of Architectural/Engineering Design Services at (305) 347-5521.

Attachments

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

Contract/Project Title Architectural and Engineering Services for Port Miami Federal Inspection Facility  
 Contract/Project No. A13-SEA-03 / 2013-033  
 Description See attached Scope of Work  
 Department Seaport Contact Elizabeth Ogden Phone (305) 347-5521  
 Estimated Cost 1 Agreement for \$1,760,000.00 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**

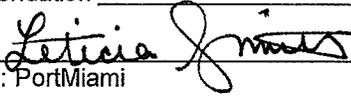
<u>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>19.00%</u>	<u>N/A</u>	_____	
<u>Analysis for Goal Recommendation</u>			
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>5.02 Port &amp; Waterway Systems – Architectural Design (Prime)</u>	<u>\$ 792,000.00</u>	<u>45%</u>	_____
<u>18.00 Architectural Construction Management (Prime)</u>	<u>\$ 299,200.00</u>	<u>17%</u>	_____
<u>22.00 ADA Title II Consultant (Prime)</u>	<u>\$ 35,200.00</u>	<u>2%</u>	_____
<u>5.05 Port &amp; Waterway Systems – Cargo Terminal Design</u>	<u>\$ 264,000.00</u>	<u>15%</u>	_____
<u>5.07 Port &amp; Waterway Systems – Security Systems</u>	<u>\$ 35,200.00</u>	<u>2%</u>	_____
<u>11.00 General Structural Engineering</u>	<u>\$ 88,000.00</u>	<u>5%</u>	<u>&gt;3</u>
<u>12.00 General Mechanical Engineering</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>13.00 General Electrical Engineering</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>15.01 Land Surveying</u>	<u>\$ 17,600.00</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>
<u>16.00 General Civil Engineering</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>17.00 Engineering Construction Management</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>20.00 Landscape Architecture</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>&gt;3</u>
Total	<u>\$ 1,760,000.00</u>	<u>100%</u>	

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  
FEDERAL INSPECTION FACILITY**

**ISD PROJECT NO. A13-SEA-03**

**1.2 SCOPE OF SERVICES**

PortMiami is seeking consultant services from one (1) qualified consulting team, to provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for a new Cargo Terminal Federal Inspection Facility that includes a Central Examination Station (CES), warehouse, parking facility, office and operational/ maintenance support facility for Customs and Border Protection (CBP).

The scope of services includes general and Port and Waterway Systems Architectural and Engineering Planning, Design and Post Design Services. These professional services are required to provide state of the art facilities to support Port Operations that are evolving as the industry advances. The project may include upgrades and new construction for all or some of the following components: Landside and Waterside Site Development; Site and Facility Circulation; Wharf Access; Restrooms; Canopies; Signage; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements including video surveillance, checkpoints and CBP Processing Areas; Secure Local Area Computer Network; 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 necessary professional services; surveys; site investigations; studies; modeling; architectural and engineering designs; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; structural engineering; mechanical, electrical and plumbing (MEP); cost estimates; schedules; Art in Public Places coordination; 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, submittals, proposed substitutions, pay requests and 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; the United States Department of the Treasury, Standards for Security of International Cargo; the Florida Building Code; and the County's Sustainable Buildings Program, Implementing Order No. 8-8.

One Professional Services Agreement (PSA) with a not to exceed compensation of \$1,760,000.00 (inclusive of a 10% Contingency Allowance), will be executed for an effective term of four years for professional services requested during the initial term with two one-year options to extend; 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 (including sub consultants):

- 1) Interested professional architectural firms performing services within Technical Certification 5.02, 5.05, 5.07, 18.00 and 22.00 must have five years' experience for similar work as described in the scope of services denoted above (applies to prime consultants and Technical Certification 5.05 and 5.07 sub consultants). Applicants shall indicate in their response which previous projects meet this requirement.

**Reminder:**

**Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03, Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond Engineering Services, are precluded from being considered for award of this PSA.**

\$11,000,000.00 Construction Value

**1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS**

5.02 Port and Waterway Systems – Architectural Design (PRIME)	45%
18.00 Architectural Construction Management (PRIME)	17%
22.00 ADA Title II Consultant (PRIME)	2%
5.05 Port and Waterway Systems - Cargo Terminal Design	15%
5.07 Port and Waterway Systems – Security Systems	2%
<b>11.00 General Structural Engineering</b>	<b>5%</b>
<b>12.00 General Mechanical Engineering</b>	<b>3%</b>
<b>13.00 General Electrical Engineering</b>	<b>3%</b>
<b>15.01 Land Surveying</b>	<b>1%</b>
<b>16.00 General Civil Engineering</b>	<b>3%</b>
<b>17.00 Engineering Construction Management</b>	<b>3%</b>
<b>20.00 Landscape Architecture</b>	<b>1%</b>
\$1,760,000.00 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 – **19%** CBE Sub-Consultant Goal