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# Memorandum



Date: July 30, 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 Civil Infrastructure Engineering Services, Contract No. E13-SEA-01, Project No. 2013-025

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 Civil Infrastructure Engineering Services:** The Consultant shall provide non-exclusive comprehensive engineering services for the infrastructure and operational needs of PortMiami, including engineering design and design criteria services for the repair and rehabilitation, removal and replacement, and new construction of the Seaport's ancillary civil (i.e. water, sewer, mechanical, electrical, telecommunications, etc.) infrastructure. The services include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications; other Mechanical, Electrical, Plumbing subsystems and pipelines; landside site development; wharf access; intermodal areas; transportation infrastructure including roadways, parking facilities, railways ramps, aprons; and dynamic message signage in support of commercial, cargo and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new construction civil infrastructure components for all or some of the following: Cruise Terminals; Cargo Yards; Roadways; Portwide Infrastructure; Security; Stormwater and Sewer systems; Cranes and Rail Upgrades; Cargo Gate Modifications; and all related infrastructure, building and structure work ancillary to the basic work scope. Work scope will be assigned equitably by PortMiami.

The scope of services will consist of the design phase services in support of the construction document development for the program of improvements. This may also include design; system implementation/integration; and commissioning support to implement civil infrastructure improvements to final acceptance. The Consultant shall provide all services inclusive of: project meetings; field investigations and data collection support; document review; drawings; design technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations; detailed construction cost estimates; project schedules; design/system criteria; site and environmental assessments; surveys; conduct studies; civil engineering associated with sewer and drainage systems; pump stations; structural and electrical and water distribution engineering; value engineering; construction documents; coordination with regulatory agencies during design permitting and construction activities; bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a prioritized rehabilitation or replacement schedule; project audits;

sustainability initiatives; contamination assessments; remedial action plans; inspections; surface investigations and underground inspections; subsurface drilling and geotechnical investigations; materials sampling and testing; condition assessments; feasibility analysis; technical report presentations; permitting; construction inspection services, including, but not limited to: review of shop drawings, proposed substitutions and contractor's pay requests; change order analysis; responding to Requests For Information; claims assistance; evaluation of existing equipment condition; 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.

At the request of PortMiami, the Consultant shall respond, on short notice, to unforeseen events, including but not limited to: berthing and cargo handling accidents; hurricane and other weather related events that would necessitate the urgent production of infrastructure damage assessment reports, including the development of emergency repair plans; specifications; cost estimates; and regulatory agency notification and coordination.

All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements, PortMiami Design Guidelines; and United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS).

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.10	Port and Waterway Systems – Transportation Systems Design (Prime)	30%	\$ 528,000.00
6.01	Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)	15%	\$ 264,000.00
16.00	General Civil Engineering (Prime)	30%	\$ 528,000.00
5.09	Port and Waterway Systems – Environmental Design	1%	\$ 17,600.00
8.00	Telecommunication Systems	1%	\$ 17,600.00
9.01	Drilling, Subsurface Investigations and Seismographic Services	4%	\$ 70,400.00
9.02	Geotechnical and Materials Engineering Services	2%	\$ 35,200.00
10.01	Stormwater Drainage Design Engineering Services	5%	\$ 88,000.00
11.00	General Structural Engineering	2%	\$ 35,200.00
12.00	General Mechanical Engineering	1%	\$ 17,600.00
13.00	General Electrical Engineering	4%	\$ 70,400.00
15.01	Land Surveying	3%	\$ 52,800.00
17.00	Engineering Construction Management	2%	\$ 35,200.00
<b>Total Estimated Professional Fees</b>		<b>100%</b>	<b>\$1,760,000.00</b>

The prime consultant must hold Technical Certifications 5.10 - Port and Waterway Systems – Transportation Systems Design and 6.01 – Water Distribution and Sanitary Sewage Collection and

Jack Osterholt  
Deputy Mayor/Director  
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Transmission Systems. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County at the time of qualifications submittal in the Technical Certification Categories identified above. The Prime Consultant must demonstrate experience in five (5) projects performed in the State of Florida over the past ten (10) years of similar work as described above. The expertise must be met by a qualified individual(s) of the prime firm. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination for the individual's qualifications and compliance with the experience and qualifications shall be at the sole discretion of the County.

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

**PortMiami will select two (2) consultant teams via two (2) separate Notices to Professional Consultants. The schedule for selection of a consulting team and subsequent award of a PSA under ISD Project No. E13-SEA-01 will precede the selection of a consulting team and subsequent award of a PSA under ISD Project No. E13-SEA-02. The Prime Consultant and/or subconsultants selected for award of a PSA under ISD Project No. E13-SEA-01 will not be considered for award of a PSA under ISD Project No. E13-SEA-02.**

**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, will not be considered for award of a PSA under ISD Project Nos. E13-SEA-01 and E13-SEA-02.**

The CBE Goal recommendation is 25.00%. 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 three (3) years with two (2), one-year options to extend. Should you have any questions, please feel free to contact Mrs. Isa Nunez, P.E., Chief of Engineering Services at (305) 347-4034.

Attachments

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

Contract/Project Title Civil Infrastructure Engineering Services  
 Contract/Project No. E13-SEA-01 / 2013-025  
 Description See attached Scope of Work  
 Department Seaport Contact Isa Nunez Phone (305) 347-4034  
 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>25.00%</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>5.10 Port &amp; Waterway Systems – Transportation Systems Design (Prime)</u>	<u>\$ 528,000.00</u>	<u>30%</u>	_____
<u>6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)</u>	<u>\$ 264,000.00</u>	<u>15%</u>	_____
<u>16.00 General Civil Engineering (Prime)</u>	<u>\$ 528,000.00</u>	<u>30%</u>	_____
<u>5.09 Port and Waterway Systems - Environmental Design</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>8.00 Telecommunication Systems</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>&gt;3</u>
<u>9.01 Drilling, Subsurface Investigations and Seismographic Services</u>	<u>\$ 70,400.00</u>	<u>4%</u>	<u>&gt;3</u>
<u>9.02 Geotechnical and Materials Engineering Services</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>10.01 Stormwater Drainage Design Engineering Services</u>	<u>\$ 88,000.00</u>	<u>5%</u>	<u>&gt;3</u>
<u>11.00 General Structural Engineering</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>12.00 General Mechanical Engineering</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>13.00 General Electrical Engineering</u>	<u>\$ 70,400.00</u>	<u>4%</u>	<u>&gt;3</u>
<u>15.01 Land Surveying</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>&gt;3</u>
<u>17.00 Engineering Construction Management</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>&gt;3</u>
<u>Total</u>	<u>\$ 1,760,000.00</u>	<u>100%</u>	<u></u>

Basis for Recommendation \_\_\_\_\_

*Leticia Math*

By: PortMiami

\_\_\_\_\_ Date to SBA/DPM

1 MIAMI-DADE SEAPORT DEPARTMENT (SEA)

2  
3 PROFESSIONAL SERVICES AGREEMENT (PSA)

4  
5 CIVIL INFRASTRUCTURE ENGINEERING SERVICES

6  
7 ISD PROJECT NO. E13-SEA-01

8  
9 PORTMIAMI PROJECT NO. 2013-025

10  
11 SCOPE OF SERVICES

12  
13 PortMiami is seeking consultant services from one (1) qualified consulting team to provide non-  
14 exclusive comprehensive engineering services for the infrastructure and operational needs of  
15 PortMiami, including engineering design and design criteria services for the repair and  
16 rehabilitation, removal and replacement, and new construction of the Seaport's ancillary civil  
17 (i.e. water, sewer, mechanical, electrical, telecommunications, etc.) infrastructure. The services  
18 include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications;  
19 other Mechanical, Electrical, Plumbing subsystems and pipelines; landside site development;  
20 wharf access; intermodal areas; transportation infrastructure including roadways, parking  
21 facilities, railways ramps, aprons; and dynamic message signage in support of commercial, cargo  
22 and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new  
23 construction civil infrastructure components for all or some of the following: Cruise Terminals;  
24 Cargo Yards; Roadways; Portwide Infrastructure; Security; Stormwater and Sewer systems;  
25 Cranes and Rail Upgrades; Cargo Gate Modifications; and all related infrastructure, building and  
26 structure work ancillary to the basic work scope. Work scope will be assigned equitably by  
27 PortMiami.

28  
29 The scope of services will consist of the design phase services in support of the construction  
30 document development for the program of improvements. This may also include design; system  
31 implementation/integration; and commissioning support to implement civil infrastructure  
32 improvements to final acceptance. The Consultant shall provide all services inclusive of: project  
33 meetings; field investigations and data collection support; document review; drawings; design  
34 technical specifications; special conditions; developing construction phasing plans (as needed);  
35 construction staging areas; calculations; detailed construction cost estimates; project schedules;  
36 design/system criteria; site and environmental assessments; surveys; conduct studies; civil  
37 engineering associated with sewer and drainage systems; pump stations; structural and electrical  
38 and water distribution engineering; value engineering; construction documents; coordination  
39 with regulatory agencies during design permitting and construction activities;  
40 bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a

41 prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives;  
42 contamination assessments; remedial action plans; inspections; surface investigations and  
43 underground inspections; subsurface drilling and geotechnical investigations; materials sampling  
44 and testing; condition assessments; feasibility analysis; technical report presentations;  
45 permitting; construction inspection services, including, but not limited to: review of shop  
46 drawings, proposed substitutions and contractor's pay requests; change order analysis;  
47 responding to Requests For Information; claims assistance; evaluation of existing equipment  
48 condition; These professional services are required for multiple projects that will provide state of  
49 the art facilities to support port operations that are evolving as the industry advances.

50

51 At the request of PortMiami, the Consultant shall respond, on short notice, to unforeseen events,  
52 including but not limited to: berthing and cargo handling accidents; hurricane and other weather  
53 related events that would necessitate the urgent production of infrastructure damage assessment  
54 reports, including the development of emergency repair plans; specifications; cost estimates; and  
55 regulatory agency notification and coordination.

56

57 All work shall be conducted to meet or exceed professional standards: comply with PortMiami  
58 Security requirements, PortMiami Design Guidelines; and United States Customs and Border  
59 Protection Cruise Terminal Design Standards (USCBP CTDS).

60

61 One (1) non-exclusive PSAs with a not-to-exceed compensation of \$1,760,000.00 PSA (which  
62 includes 10% contingency), for an effective term of three years, plus two (2) one year options to  
63 extend, will be awarded under this solicitation. These two (2) one year options to extend are  
64 based solely on the approval of the County Mayor or County's Mayor designee.

65

66 Estimated Construction Value: \$16,046,154.

67

68 **Experience and Qualifications:**

69

70 The Prime Consultant must demonstrate experience in five (5) projects **performed in the State**  
71 **of Florida** over the past ten (10) years of similar work as described above. The expertise must be  
72 met by a qualified individual(s) of the prime firm. The experience must be demonstrated by  
73 direct or substantial involvement of the individual(s) in a supervisory capacity at the Project  
74 Manager level or above. The determination for the individual's qualifications and compliance  
75 with the experience and qualifications shall be at the sole discretion of the County.

76

77 **1) The prime consultant and/or subconsultants selected for award of this solicitation will**  
78 **not be considered for any design-build projects, for which design criteria specifications**  
79 **are developed for PortMiami under this Agreement.**

80 2) PortMiami will select two (2) consultant teams via two (2) separate Notices to  
81 Professional Consultants. The schedule for selection of a consulting team and  
82 subsequent award of a PSA under ISD Project No. E13-SEA-01 will precede the  
83 selection of a consulting team and subsequent award of a PSA under ISD Project No.  
84 E13-SEA-02. The Prime Consultant and/or subconsultants selected for award of a PSA  
85 under ISD Project No. E13-SEA-01 will not be considered for award of a PSA under  
86 ISD Project No. E13-SEA-02.

87  
88 3) Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03,  
89 Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond  
90 Engineering Services, will not be considered for award of a PSA under ISD Project Nos.  
91 E13-SEA-01 and E13-SEA-02.

92

93 **1.06 A/E TECHNICAL CERTIFICATIONS**

94

95 5.10 Transportation Systems Design (Prime) - 30%

96 6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime) –  
97 15%

98 16.00 General Civil Engineering (Prime) - 30%

99 **5.09 Environmental Design – 1%**

100 **8.00 Telecommunications Systems – 1%**

101 **9.01 Drilling, Subsurface Investigations – 4%**

102 **9.02 Geotechnical and Materials Engineering Services – 2%**

103 **10.01 Stormwater Drainage Design – 5%**

104 **11.00 General Structural Engineering – 2%**

105 **12.00 General Mechanical Engineering – 1%**

106 **13.00 General Electrical Engineering – 4%**

107 **15.01 Land Surveying – 3%**

108 **17.00 Engineering Construction Management – 2%**

109

110 *TCC listed for sub-consultant work will be recommended for a 25% CBE Goal*

111

## **Walters, Vivian (RER)**

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**From:** Smith, Leticia (Seaport)  
**Sent:** Wednesday, July 31, 2013 5:35 PM  
**To:** Walters, Vivian (RER)  
**Cc:** Millan, Luisa M. (ISD); Johnson, Laurie (RER); Samuels, Faith (ISD)  
**Subject:** Signed SBD Memo - Contract No. E13-SEA-01/Project No. 2013-025 Civil Infrastructure Engineering Services  
**Attachments:** 073013\_SBD Memo\_E13-SEA-01.pdf

Hi Vivian:

Attached is the signed memo for the subject contract.

Regards, lcs

---

**From:** Millan, Luisa M. (ISD)  
**Sent:** Friday, July 19, 2013 12:09 PM  
**To:** Walters, Vivian (RER)  
**Cc:** Smith, Leticia (Seaport); Clark, Veronica (RER); Johnson, Laurie (RER); Samuels, Faith (ISD)  
**Subject:** FW: Request for Review - SBD Memo - Contract No. E13-SEA-01/Project No. 2013-025 Civil Infrastructure Engineering Services

Vivian,

Please note the revisions (tracked) on this solicitation document previously sent for your review.

Luisa M. Millan, R.A., I.D.  
Director, Design and Construction Services Division  
Internal Services Department  
(305) 375-1100  
[lmillan@miamidade.gov](mailto:lmillan@miamidade.gov)

*Delivering Excellence Everyday*

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**From:** Smith, Leticia (Seaport)  
**Sent:** Friday, July 19, 2013 11:56 AM  
**To:** Millan, Luisa M. (ISD)  
**Cc:** Samuels, Faith (ISD); Nunez, Isa (Seaport); Hope, Becky (Seaport); Ng, Keith (Seaport)  
**Subject:** Request for Review - SBD Memo - Contract No. E13-SEA-01/Project No. 2013-025 Civil Infrastructure Engineering Services

Hi Luisa:

Based on your comments provided to the Marine PSA, PortMiami re-evaluated and made revisions to the Civil PSA. Attached are the revised documents with track changes on the SBD memo.

Please advise if you concur and if you could re-forward to SBD. We apologize for any inconvenience. The revised documents (with no track changes) for the 2<sup>nd</sup> Civil PSA will be forthcoming.

Regards, lcs

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**From:** Walters, Vivian (RER)  
**Sent:** Thursday, July 18, 2013 9:14 AM  
**To:** Millan, Luisa M. (ISD)