

# Memorandum



**Date:** March 16, 2021

**To:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

Agenda Item No. 8(N)(1)

**From:** Daniella Levine Cava  
Mayor

Resolution No. R-211-21

**Subject:** Contract Award Recommendation for a Professional Services Agreement for Professional Services for Transit and Public Works Projects - Contract No. CIP215-DTPW19-DE (7), Project No. A19-DTPW-01; to Zyscovich, Inc. and Authorizing the Use of People's Transportation Plan Bond Program Funds For Such Purposes

## Recommendation

This Recommendation for Award of a Professional Services Agreement (PSA), Contract Number: CIP215-DTPW19-DE (7) between Zyscovich, Inc. and Miami-Dade County (County) has been prepared by the Department of Transportation and Public Works (DTPW) and is recommended for approval by the Board of County Commissioners (Board) pursuant to Section 2-8.1 of the Code of the County (Code), for a total contract amount not to exceed \$5,500,000.00, inclusive of a contingency allowance amount of \$500,000.00.

This recommendation for award will provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications, and improvements to optimize existing DTPW properties. These professional services are required to update and expand existing facilities and develop new facilities to support DTPW's current and future needs that are evolving as the transportation industry advances. Refer to Exhibit 1 – Additional Project Requirements for a detailed scope of services.

This contract award recommendation is placed for Board review pursuant to the Code Section 29-124(f). This contract award recommendation may only be considered by the Board if the Citizens' Independent Transportation Trust (CITT) has forwarded a recommendation to the Board prior to the date scheduled for Board consideration or 45 days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and 45 days have not elapsed since the filing of this award recommendation, a request for withdrawal of this item will be submitted.

## Delegation of Authority

The authority of the Miami-Dade County (County) Mayor or County Mayor's designee to execute and implement this contract is consistent with those authorities granted under the Code. No further delegation is necessary or being requested for this contract.

## Scope

The scope of this item is countywide in nature. The projects that require professional services extend across various locations, represented by various commission districts.

**Fiscal Impact/Funding Source**

The fiscal impact for the contract is \$5,500,000.00, which includes a contingency allowance amount of \$500,000.00 for unforeseen work. There are no operation and maintenance costs as this is a PSA for professional services. Funding for this PSA can be found in Volume 2 of the Fiscal Year 2020-21 Adopted Budget and Multi-Year Capital Plan, Capital Budget Project No. 2000000104 – Metrorail – Stations and Systems Improvements and the funding source is People’s Transportation Plan (PTP) Bond Program funds.

<u>Funding Source</u>	<u>Project#</u>	<u>Site #</u>	<u>Amount</u>
PTP Bond Program	2000000104	3000139	\$2,250,000.00
PTP Bond Program	2000000104	3001035	\$2,250,000.00
Total Funding:			\$5,500,000.00

**Track Record/Monitor**

Justin Espagnol of the Internal Services Department is the A/E Consultant Selection Coordinator and Leticia Smith of DTPW is the Chief of Contract Services. Elia Nunez, P.E., Assistant Director, Engineering Planning and Development, DTPW is responsible for the implementation and administration of this PSA (see Exhibit 4).

**Background**

The initial 21-mile Metrorail line opened in three segments. Service began on May 20, 1984, with the opening of the first 11-mile segment, featuring 10 stations from Dadeland South, in the Kendall area, to the Historic Overtown/Lyric Theatre station in the Overtown neighborhood of Miami. On December 17, 1984, the second segment opened, expanding service to the northwest with the opening of five new stations through the Earlington Heights station. The third segment opened on May 19, 1985, providing service past the Earlington Heights station, with an additional five stations opened through the Okeechobee station in Hialeah. The Palmetto station opened in 2003 and the Miami Intermodal Center station opened in 2012. Metrorail stations were constructed over 35 years ago and now need to be enhanced and refurbished in an effort to extend the life of the asset.

The scope of services to be provided under this PSA include, but is not limited to: roof and skylight replacement, various safety improvements, replacement of the lineal metal ceilings, removal of Americans with Disabilities Act (ADA) barriers, lighting upgrade, upgrade of wayfinding signage within the stations/parking lots/parking garages, refinishing and modification of railings, replacement of louvers, doors, ceilings, re-roofing, landscape/hardscape improvements, drainage improvements, floor refinishing/repairs, installation and/or replacement of directional/guide signs on roadways and highways in the vicinity of the metrorail stations, and replacement and installation of elevators and escalators; etc. The Board approved the addition of the Metrorail Stations Refurbishment and Metrorail Escalators Replacement & Elevators Refurbishment projects to the People’s Transportation Plan’s (PTP) Five-Year Implementation Plan in March 6, 2018, following a favorable recommendation by the CITT, in an effort to improve safety, comfort and convenience of the traveling public and DTPW employees.

To implement these improvements, the services of architectural professionals and their design team is required. These improvements require that the design be completed by licensed and certified

professional staff. Architects and their team of professionals are trained in the art and science of building design, developing concepts for structures and turning those concepts into plans considering factors such as safety and function of the facility, with the needs of those who use them. These services cannot be performed in house because projects of this size and nature require a team of professionals that are certified and licensed in structural system; air-conditioning, heating, and ventilating systems; electrical systems; communications systems; plumbing; site and landscape, building materials and, in some cases, interior furnishings. In developing designs, architects follow building codes, zoning laws, fire regulations, and other ordinances, such as those requiring easy access by people who are disabled. CADD (Computer-aided design and drafting) and BIM (Building Information Modeling) technology has replaced traditional paper and pencil as the most common method for creating design and construction drawings. Continual revision of plans on the basis of client needs and budget constraints is often necessary.

A Notice to Professional Consultants (NTPC) was advertised on February 19, 2020. Exhibit 1 to this memorandum contains the detailed scope of services, technical certification requirements and other information regarding this PSA. Prior to the submission deadline, the NTPC solicitation was downloaded 68 times. Eight proposals were received by the submittal deadline of March 30, 2020. On May 1, 2020, CBR Heery, Inc. was found non-responsive because the proposal was not received through Bidsync as required by the NTPC. As such, CBR Heery, Inc. was eliminated from further consideration for the solicitation. All remaining respondents were found in compliance with the technical certification requirements established for this solicitation.

The Competitive Selection Committee (CSC) appointed by the County Mayor conducted a First-Tier Meeting on May 19, 2020, to evaluate the proposals received. The firms were evaluated in accordance with Section 2-10.4 of the Code, Implementing Order 3-34, and Administrative Order 3-39. Local preference was not applied because the solicitation has federal provisions that prohibit the application of geographical preferences. The total scores for each firm and its final ranking are recorded in the Tabulation Sheet (see Exhibit 2). Based on the CSC’s professional judgement, the information provided in the proposals were deemed sufficient to determine the experience and qualifications of the firms. As a result, and by a majority vote, the CSC decided to forego Second-Tier proceedings and recommended that negotiations be conducted with the two highest ranked firms: First Ranked Firm, AECOM Technical Services, Inc. and Second Ranked Firm, Zyscovich, Inc. This Recommendation for Award summarizes the negotiation process for Zyscovich, Inc.

Subsequently, by June 29, 2020, Zyscovich, Inc. was found in compliance with the Federal Transit Administration (FTA) and Disadvantaged Business Enterprise (DBE) requirements established for the solicitation. The first negotiation meeting was held on July 28, 2020. After two negotiations, the Negotiation Committee arrived at a schedule of rates that was fair and reasonable to provide professional services for DTPW projects. Based on the above, it is recommended that this Agreement be awarded in the not to exceed amount of \$5,500,000.00 (inclusive of the 10.00% contingency allowance amount of \$500,000.00), to Zyscovich, Inc.

According to the Division of Small Business Development’s (SBD) database, there are no violations on record within the last three years for Zyscovich, Inc. A DBE goal will not be assigned to the overall PSA; however, work orders generated with federal and state funding will be assessed individually by DTPW’s Office of Civil Rights for possible DBE goal participation. In addition,

work orders solely utilizing local funds will be forwarded to SBD for review for processing through the Equitable Distribution Program (EDP), when applicable, or determination for small business measures. According to the Firm History Report provided by SBD, within the last three years, Zyscovich, Inc. has held one contract through EDP, with a total value of \$200,000.00 and no change orders (see Exhibit 3). In addition, there are four evaluations on record for Zyscovich, Inc. in the Capital Improvements Information System with an average rating of 3.8 out of a possible 4.0 points. It is anticipated that the Notice to Proceed to Zyscovich, Inc. will be issued within 30 days of Board approval. Included below are the subconsultants that Zyscovich, Inc. has identified for the Project.

<b><u>Sub-consultants:</u></b>	Caltran Engineering Group, Inc.	Nova Consulting, Inc.
	DDA Engineers, P.A.	NV5, Inc.
	EXP U.S. Services Inc.	Olin Hydrographic Solutions Inc
	GLSA Design, Inc.	Program Controls, Inc.
	Kimley-Horn and Associates, Inc.	

**Due Diligence**

Pursuant to Resolution Nos. R-187-12, R-828-19, and in accordance with the Internal Services Department's Procurement Guidelines, DTPW staff exercised due diligence to determine Consultant responsibility for Zyscovich, Inc. The lists that were referenced included, but were not limited to: convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to the Consultant's responsibility.



\_\_\_\_\_  
Jimmy Morales  
Chief Operations Officer

**EXHIBIT 1**  
**ADDITIONAL PROJECT REQUIREMENTS**

**PROJECT NAME:** Professional Services for Transit and Public Works Projects

**PROJECT NO:** CIP215

**CONTRACT NO:** CIP215-DTPW19-DE (7)

**PROJECT DESCRIPTION:**

DTPW has a need to establish two non-exclusive PSAs in compliance with the applicable federal requirements under the FTA Circular 4220.1F, FTA's Best Practices Procurement Manual, and Florida Statute 287.055. DTPW intends to retain two consultants under separate, but identical non-exclusive PSAs. Each PSA will have an effective term of five years and a maximum compensation of \$5,000,000.00 (exclusive of the contingency allowance). However, no minimum amount of work or compensation will be guaranteed. Funding for these services will be provided by PTP Bond Program funds on a project-by-project basis in accordance with negotiated fees and tasks described in each individual service work order. Future available use of funding from other sources such as FTA, Florida Department of Transportation, or other federal and state sources will be assigned as projects are identified and approved in the Multi-Year Capital Plan.

Consultant shall provide non-exclusive professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications, and improvements to optimize existing DTPW properties. These professional services are required to provide facilities to support DTPW operations that are evolving as the transportation industry advances. The projects may include upgrades for all or some of the following components: DTPW buildings, Horizontal and Vertical Circulation Systems; Site Development; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

Professional services will include, but not necessarily be limited to the following: architectural and engineering planning, design and post design services; design criteria; technical and operation planning; right-of-way engineering and administration; surveys; site investigations; including the analysis of 'sustainable systems' and possible LEED certification; fire protection; interior design; civil engineering; traffic engineering; structural engineering; mechanical, electrical and plumbing (MEP); water, sewer and drainage systems analysis and design; pump stations; audio/visual design; cost estimates; utility coordination; schedules; art in public places; value engineering; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services; review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the projects, branding/marketing, public outreach and other professional services required for DTPW projects that fall within the standards established under Florida Statute 287.055. These professional services will provide technical services to support DTPW with infrastructure facilities and system engineering, planning, analysis and design for our transit park and rides, guideways and facility needs in addition to supporting Strategic Miami Area Rapid Transit Plan corridor studies and design.

**EXHIBIT 1  
ADDITIONAL PROJECT REQUIREMENTS**

**PARTICIPATION**

**RESTRICTIONS:** The Prime Consultants and/or sub-consultants selected for award of this solicitation will not be considered for any design-build projects, for which design criteria specifications are developed for DTPW under these PSAs.

**USING**

**DEPARTMENT:** Department of Transportation and Public Works

**MANAGING**

**DEPARTMENT:** Department of Transportation and Public Works

**PTP FUNDING:** Yes

**ARRA FUNDING:** No

**GOB FUNDING:** No

**PROJECT TECHNICAL CERTIFICATION REQUIREMENTS**

<b><u>TYPE</u></b>	<b><u>CODE</u></b>	<b><u>DESCRIPTION</u></b>
Prime	14.00	Architecture
Prime	18.00	Architectural Construction Management
Other	1.01	Transportation Planning – Urban Area and Regional Transportation Planning
Other	1.02	Transportation Planning – Mass and Rapid Transit Planning
Other	3.01	Highway Systems – Site Development and Parking Lot Design
Other	3.04	Highway Systems – Traffic Engineering Studies
Other	3.05	Highway Systems – Traffic Counts
Other	3.06	Highway Systems – Traffic Calming
Other	3.09	Highway Systems – Signing, Pavement Marking, and Channelization
Other	3.10	Highway Systems – Lighting
Other	3.11	Highway Systems – Signalization
Other	6.01	Water and Sanitary Sewer Systems – Water Distribution and Sanitary Sewage Collection and Transmission Systems
Other	6.02	Water and Sanitary Sewer Systems – Water and Sanitary Sewage Pumping Facilities
Other	8.00	Telecommunication Systems
Other	9.02	Soils, Foundations and Materials Testing – Geotechnical and Materials Engineering Services
Other	9.03	Soils, Foundations and Materials Testing – Concrete and Asphalt Testing Services
Other	9.06	Soils, Foundations and Materials Testing - Asbestos
Other	10.01	Environmental Engineering – Stormwater Drainage Design Engineering Services
Other	10.05	Environmental Engineering – Contamination Assessment and Monitoring

**EXHIBIT 1  
ADDITIONAL PROJECT REQUIREMENTS**

<b><u>TYPE</u></b>	<b><u>CODE</u></b>	<b><u>DESCRIPTION</u></b>
Other	11.00	General Structural Engineering
Other	12.00	General Mechanical Engineering
Other	13.00	General Electrical Engineering
Other	15.01	Surveying and Mapping – Land Surveying
Other	15.02	Surveying and Mapping – Aerial Photogrammetry
Other	15.03	Surveying and Mapping – Underground Utility Location
Other	16.00	General Civil Engineering
Other	17.00	Engineering Construction Management
Other	19.01	Value Analysis and Life-Cycle Costing – Transportation Planning
Other	19.02	Value Analysis and Life-Cycle Costing – Mass Transit Systems
Other	20.00	Landscape Architecture
Other	21.00	Land-Use Planning
Other	22.00	ADA Title II Consultant
Other	26.00	Claims Analysis Services

**SUSTAINABLE**

**BUILDINGS**

**ORDINANCE:**

**(I.O NO. 8-8)**

Did the Notice to Professional Consultants contain Specific Language requiring compliance with the Sustainable Buildings Program?  
Not Applicable

**SEA LEVEL RISE**

**ORD. NO. 14-79:**

The impact of Sea Level Rise will be considered as part of the design when applicable.

**TOTAL**

**CONTRACT**

**PERIOD:**

1825 Days  
The PSA shall remain in full force and effect for five years after its date of execution, or until depletion of the funds allocated to pay for the cost of the services described in the PSA.

**CONTINGENCY**

**PERIOD:**

183 Days  
Based on the five-year term of the contract.

**IG FEE INCLUDED**

**IN BASE**

**CONTRACT:**

No

**ART IN PUBLIC**

**PLACES:**

No

**COMPANY**

**PRINCIPAL:**

Bernard Zyscovich, FAIA

**EXHIBIT 1  
ADDITIONAL PROJECT REQUIREMENTS**

**COMPANY  
QUALIFIER:** Bernard Zyscovich, FAIA

**COMPANY  
EMAIL  
ADDRESS:** bernard@zyscovich.com

**COMPANY  
STREET  
ADDRESS:** 100 Biscayne Blvd. 27th Floor

**COMPANY CITY  
-STATE-ZIP:** Miami, FL 33132

**YEARS IN  
BUSINESS:** 33

**MINIMUM  
QUALIFICATIONS  
EXCEED LEGAL  
REQUIREMENTS:** None

**REVIEW  
COMMITTEE:**      **MEETING DATE:** N/A      **SIGNOFF DATE:** 2/11/2020

**APPLICABLE  
WAGES:  
(RESOLUTION  
No. R-54-10)** Not Applicable

**MANDATORY  
CLEARING  
HOUSE:** Not Applicable



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairman Jose "Pepe" Diaz  
and Members, Board of County Commissioners

**DATE:** March 16, 2021

**FROM:**   
Gen Bonzon-Keenan  
County Attorney

**SUBJECT:** Agenda Item No. 8(N)(1)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(N)(1)  
3-16-21

RESOLUTION NO. \_\_\_\_\_ R-211-21

RESOLUTION APPROVING AWARD OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN MIAMI-DADE COUNTY AND ZYSCOVICH, INC. FOR PROFESSIONAL SERVICES FOR TRANSIT AND PUBLIC WORKS PROJECTS, CONTRACT NO. CIP215-DTPW19-DE (7), IN AN AMOUNT NOT TO EXCEED \$5,500,000.00, INCLUSIVE OF A CONTINGENCY ALLOWANCE OF \$500,000.00; AUTHORIZING THE USE OF PEOPLE’S TRANSPORTATION PLAN BOND PROGRAM FUNDS FOR THE METRORAIL STATIONS REFURBISHMENT AND METRORAIL ESCALATORS REPLACEMENT AND ELEVATORS REFURBISHMENT PROJECTS WHICH WERE ADDED TO THE FIVE-YEAR IMPLEMENTATION PLAN ON MARCH 6, 2018; AND AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR’S DESIGNEE TO EXECUTE SAME AND TO EXERCISE THE RIGHTS CONTAINED THEREIN

**WHEREAS**, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board:

**Section 1.** Approves the Contract Award of a Professional Services Agreement between Miami-Dade County and Zyscovich, Inc. for Professional Services for Transit and Public Works Projects; Contract Number CIP215-DTPW19-DE (7), in an amount not to exceed \$5,500,000.00, inclusive of the contingency allowance of \$500,000.00, and authorizes the use of People’s Transportation Plan Bond Program funds for the Metrorail Stations Refurbishment and Metrorail Escalators Replacement and Elevators Refurbishment projects, which were added to the Five-Year Implementation Plan on March 6, 2018.



**Professional Services Agreement  
Between**

**Miami-Dade County  
And**

**Zyscovich, Inc.**

**For  
Professional Services for Transit and Public  
Works Projects**

**Contract No.: CIP215-DTPW19-DE (7)**

**ISD Project No.: A19-DTPW-01**

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EXHIBITS

- A. DISADVANTAGED BUSINESS ENTERPRISE REQUIREMENTS
- B. FEDERAL REQUIREMENTS AND PROVISIONS
- C. AFFIDAVITS REQUIRED AT TIME OF PROPOSALS
- D. TRAVEL REQUEST FORM SAMPLE
- E. REIMBURSABLE (DIRECT) EXPENSES (N/A – NEGOTIATED AT WORK ORDER LEVEL)
- F. MAXIMUM DIRECT HOURLY RATES PER CLASSIFICATION
- G. NOT USED
- H. DETAILED SCOPE OF WORK (N/A – NEGOTIATED AT WORK ORDER LEVEL)
- I. OVERHEAD RATES
- J. ADDENDA
- K. ISD FORMS
- L. AFFIRMATION OF VENDOR AFFIDAVIT
- M. TABLE OF ORGANIZATION
- N. QUALITY ASSURANCE PLAN FORM

## DEFINITIONS

The following definition and terms are provided as clarification of the provisions for this Professional Services Agreement (PSA).

1. **Consultant** is the person or organization licensed to practice architecture and/or engineering in the State of Florida and is referred to throughout the PSA as singular in number and masculine in gender.
2. **Contracting Officer** is the Director of Department of Transportation and Public Works.
3. **Contracting Officer's Representative** is the person designated by the Contracting Officer to act on his or her behalf in the administration of the contract within the limits of their respective authorization.
4. **Principal** is a design professional who oversees the firm's services in connection with a specific project. A principal ensures that the CONSULTANT performs the Services in a cost-effective and timely manner. This includes allocating and directing staff according to their disciplines, allocating resources needed for the project and ensuring that the CONSULTANT performs the Services in accordance with safety and organizational policies. Principal is often defined as (1) significant (>5%) owner, shareholder or partner of the firm, (2) a director or officer of the firm or (3) both.
5. **Professional Services Agreement (PSA)** is an agreement to provide professional or management consulting services such as administration, designing, feasibility studies, or legal or technical advice.
6. **Subconsultant** means any and all persons, firms or entities which will be engaged by the CONSULTANT to provide services under this PSA. The term is synonymous with "Subconsultant".
7. **Contract Documents** as design plans, specifications, cost estimates, and permit applications.
8. **Field Overhead Rate** is the overhead rate to use when field personnel or personnel on loan are performing duties in the field, outside of the home office of the consultant and/or subconsultant, and at County offices (which shall mean that they are under the direct supervision of the County and the County provides office space, computers and communication equipment, for more than 30 consecutive days).

## PROFESSIONAL SERVICES AGREEMENT

THIS PROFESSIONAL SERVICES AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2020 by and between Miami-Dade County, a political subdivision of the State of Florida, hereinafter referred to as the "COUNTY" and ZYSCOVICH, INC. hereinafter referred to as the "CONSULTANT".

### WITNESSETH

For and in consideration of the mutual agreements hereinafter contained, the COUNTY hereby retains the CONSULTANT and the CONSULTANT hereby covenants to provide Professional Services for Transit and Public Works Projects, Contract No.: CIP215-DTPW19-DE (7), ISD Project No.: A19-DTPW-01, hereinafter referred to as the "Project".

### SECTION I - COUNTY OBLIGATIONS

The COUNTY agrees that Department of Transportation and Public Works (DTPW) shall furnish to the CONSULTANT any plans and any other data available in the COUNTY files pertaining to the work to be performed under this Agreement. The CONSULTANT is responsible to request any and all plans and data not furnished, which the CONSULTANT knows or should know is necessary or appropriate for the performance of the services described herein.

The COUNTY shall provide the CONSULTANT with access to the project site(s) during CONSULTANT'S scheduled work times.

The Contracting Officer's Representative or his designee of DTPW, hereinafter referred to as the "COR", shall issue written authorization to proceed to the CONSULTANT for the work to be performed hereunder. These authorizations are referred to as Work Orders. In case of emergency, the COUNTY reserves the right to issue verbal authorizations to the CONSULTANT with the understanding that written confirmation shall follow within 72 hours.

The CONSULTANT shall submit a proposal, in a form acceptable to the COUNTY, upon the COR's request prior to the issuance of a Work Order. No. payment shall be made for the CONSULTANT's time or services in connection with the preparation of any such proposal.

The COR shall confer with the CONSULTANT before any Work Order is issued to discuss and agree upon the scope, time for completion, compensation method and fee for services to be rendered pursuant to this Agreement.

Performance evaluations of the services rendered under this Agreement shall be performed by DTPW staff throughout the term of the contract and shall be utilized by the COUNTY as evaluation criteria for future solicitations.

## **SECTION II - PROFESSIONAL SERVICES**

Department of Transportation and Public Works (DTPW) has a need for professional architectural, engineering and construction administration services (to include coordination with all regulatory agencies, as appropriate) for new construction, modifications and improvements to optimize existing DTPW properties. These professional services are required to provide facilities to support DTPW operations that are evolving as the transportation industry advances. The projects may include upgrades for all or some of the following components: DTPW buildings, Horizontal and Vertical Circulation Systems; Site Development; Ancillary Roadways; Parking Facilities; Restrooms; Canopies; Wayfinding; Life Safety; ADA Accessibility; Landscaping; Operational and Security Enhancements; Access Control; Furniture, Fixtures and Equipment; and all related infrastructure; building and structure work ancillary to the basic work scope.

Professional services will include, but not necessarily be limited to the following: architectural and engineering planning, design, project management and post design services; design criteria; technical and operation planning; right-of-way engineering and administration; surveys; site investigations; including the analysis of 'sustainable systems' and possible LEED certification; fire

protection; interior design; civil engineering; traffic engineering; structural engineering; mechanical, electrical and plumbing (MEP); water, sewer and drainage systems analysis and design; pump stations; audio/visual design; cost estimates; utility coordination; schedules; art in public places; value engineering; construction documents; environmental and building permitting; bidding assistance; site visits; inspections; construction administration including construction inspection services; review of shop drawings; proposed substitutions; pay requests; change orders; commissioning; claims assistance coordination; any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the projects, branding/marketing, public outreach and other professional services required for DTPW projects that fall within the standards established under Florida Statute 287.055. These professional services will provide technical services to support DTPW with infrastructure facilities and system engineering, planning, analysis and design for our transit park and rides, guideways and facility needs in addition to supporting Strategic Miami Area Rapid Transit Plan corridor studies and design.

The services shall be provided in compliance with the applicable federal requirements under the Federal Transit Administration (FTA) Circular 4220.1F, FTA's Best Practices Procurement Manual, and Florida Statute 287.055. No minimum amount of work or compensation will be guaranteed. Funding for these services will be provided by the FTA, and other state and local sources, on a project-by-project basis, and in accordance with negotiated fees and tasks described in each individual service work order. The Prime Consultants and/or sub-consultants under this Agreement will not be considered for any design-build projects, for which design criteria specifications are developed for DTPW under this PSA.

In connection with Professional Services to be rendered pursuant to this Agreement, the CONSULTANT further agrees to:

A. Maintain an adequate staff of qualified personnel available at all times to perform within the term specified in the applicable Work Order. The COUNTY has the right to approve and regulate the CONSULTANT's workforce and approve specific CONSULTANT employees. The COUNTY has the right to have any CONSULTANT employee removed from the work, if, in the COUNTY's sole reasonable judgement, such employee's conduct or performance is detrimental to the project. The CONSULTANT shall not replace any employee in the team initially proposed by the CONSULTANT without prior COUNTY approval.

B. The CONSULTANT shall submit a list of employees intended to be engaged in the work under this Agreement, including their classification and salary rates.

C. Comply with the standard of care, as referenced in Section XXIX (B), regarding all federal, state and local laws, regulations, codes, ordinances, resolutions and administrative orders applicable to the work.

D. Cooperate fully with the COUNTY in the scheduling and coordination of all phases of the work.

E. Report the status of the work to the COR upon request and hold pertinent data, calculations, field notes, records, sketches, and other products open to the inspection of the COR at any time. The Consultant shall reference all correspondence and work with the Work Order Number.

F. Submit to the COUNTY design computations, sketches, and other data representative of the work's progress at the percentage stages of completion which may be stipulated in the applicable Work Order, as applicable. Submit to the COUNTY the final work products upon incorporation of any modifications requested by the COUNTY during any previous review and comments resolution process.

G. Confer with the COUNTY at any time during the further development and implementation of improvements for which the CONSULTANT has provided services as to interpretation of documents, correction of errors and omissions and preparations of any necessary revisions thereof. The

CONSULTANT shall not be compensated for the correction of the CONSULTANT'S errors and omissions.

H. Make no statements, press releases or publicity releases concerning this Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with this Agreement, or any particulars thereof, during the period of this Agreement, without first notifying the COUNTY and securing its consent in writing. The CONSULTANT also agrees that it shall not publish, copyright or patent any of the data furnished in compliance with this Agreement, that being understood that under SECTION VIII - OWNERSHIP OF DOCUMENTS hereof such data or information is the property of the COUNTY.

I. The CONSULTANT shall communicate with the COUNTY by electronic means to the greatest extent possible as directed by the COUNTY.

J. The CONSULTANT shall develop an effective Quality Assurance Plan in accordance with the latest version, at the time of contract execution, of the Federal Quality Assurance and Quality Control Guidelines incorporated herein by reference. The Quality Assurance Plan shall be submitted to the Engineering, Planning and Development Section of DTPW for approval within ten (10) days of the effective date of Notice-to-Proceed. The implementation and maintenance of the Quality Assurance Plan, and other contract requirements will be subject to COUNTY Quality Assurance Audits.

### **SECTION III - TIME FOR COMPLETION**

Services to be rendered by the CONSULTANT shall commence upon receipt of a written Work Order from the COR subsequent to the execution of this Agreement, and shall be completed within the time stated in the Work Order. A reasonable extension of time shall be granted in the event there is a delay to the project or should weather conditions or acts of God or other events of force majeure render

performance of the CONSULTANT’S duties impossible. Such extensions of time shall not be cause for any claim of the CONSULTANT for extra compensation.

**SECTION IV – COMPENSATION**

The COUNTY agrees to pay and the CONSULTANT agrees to accept, for services rendered pursuant to this Agreement, fees and other compensation computed in accordance with one or a combination of the methods outlined below:

**A. FEE AS A MULTIPLIER OF DIRECT SALARY COST AND FIXED HOURLY RATE**

The fee for engineering services rendered by the CONSULTANTS personnel, Principals excluded, shall be computed based on the direct salary cost, as reported to the Internal Revenue Service, for the time of said personnel engaged directly in the work, times the following negotiated multipliers (Labor rates are subject to County approval as per paragraph 4 below):

FIRMS	OFFICE			FIELD		
	OHR	OP MARGIN	MULTIPLIER	OHR	OP MARGIN	MULTIPLIER
Zyscovich, Inc.	167.50%	10.00%	2.9425		10.00%	

Note: Overhead rates must be submitted on a yearly basis by the Consultant and Subconsultant. Modifications to the overhead rates must be approved by the COR and implemented by the Department.

The initial overhead rates allowed under this contract for office work shall be 167.50%.

These overhead rates are based on independent audited in accordance with Part 31 of the Federal Acquisition Regulations accepted by a Federal or State agency provided by the CONSULTANT during initial contract negotiations.

- The COUNTY has the right to request that the CONSULTANT and Subconsultants submit independent audited statements in accordance with Part 31 of the Federal Acquisition Regulations accepted by a Federal or State agency to set multipliers. In addition, the CONSULTANT is required to submit a statement indicating that it has reviewed their

Subconsultant's overhead rates and confirms that these rates have been substantiated by an independent audit from a C.P.A. Once approved, and until a revision is accepted by the COR, these multipliers shall constitute full compensation to the CONSULTANT for costs incurred in the performance of the work such as overhead, fringe benefits, profit and all other costs not covered by reimbursable expenses.

3. The aforementioned documentation must be updated and provided by the CONSULTANT once annually from the effective date of the contract, to support requests for overhead rate revisions in order to be accepted by the COR.
4. The maximum direct hourly rates, per classification, excluding overhead billable under this contract shall not exceed the caps as listed in Exhibit F - MAXIMUM HOURLY RATES PER CLASSIFICATION, unless authorized by the COR in writing, and shall apply to all employees except Principals.
5. The burdened direct labor charges shall constitute full compensation to the CONSULTANT for costs incurred in the performance of the work such as labor, overhead, fringe benefits and all other costs not covered by reimbursable expenses or fixed fee.
6. Overtime work considered necessary and previously authorized by the COR in writing shall be compensated at time-and-a-half of the labor rate normally paid to the employee for personnel below the level of Project Engineer or Project Architect, unless classified as exempt. Overtime is defined as work on this project in excess of 40 hours per week. Principals shall not receive additional compensation for performance of overtime work.
7. Labor rates shall be in accordance with the current list of employees maintained by the COR or designee. Rates supplied by the CONSULTANT and made a part hereof as Attachment "F" shall be consistent with prevailing local wage rates paid for similar work to similar employee classifications and subject to COR approval prior to starting work. The

CONSULTANT is permitted to submit a written request for wage increases for its employees once annually from the effective date of the contract, for review and approval by the COR. Yearly wage rate increases for these employees shall be no higher than raises of other similar employees in the firm and subject to approval by the COR, which approval shall not be unreasonably withheld. Annual wage increases for these employees shall be no higher than five percent (5%) unless otherwise approved by the COR. This provision is not meant to limit the hourly rate at which the CONSULTANT pays their employees, it only limits the hourly rate at which the COUNTY will reimburse and pay the CONSULTANT. In no way will an employee's hourly rate exceed the maximum amount per classification stipulated in the contract, without written approval by the COR. The COR may approve higher raises in limited cases subject to the CONSULTANT documenting special circumstances.

5. PRINCIPALS

The CONSULTANT shall be compensated at the following rate for the time of principals engaged directly in the work. The CONSULTANT is permitted to submit a written request for annual wage increases for its principals once annually from the effective date of the contract, for review and approval by the COR. Annual rate increases for Principals shall be at a maximum of 5% per year and subject to approval by the COR in writing, which approval shall not be unreasonably withheld. This rate shall not be subject to the overhead rates or fee and shall be applied to the time spent on requested work by the following Principals:

Firm	Principals	Hourly Rate
Zyscovich, Inc.	Mario Suarez	\$130.00

Note: CONSULTANT shall not bill for more than 40 hours per year. Additional hours must be previously authorized by the COR.

**B. LUMP SUM FEE**

The fee for any requested portion of work may, at the option of the COUNTY, be a lump sum mutually agreed upon between the COUNTY and the CONSULTANT and stated in the written Work Order. Lump sum fees may or may not include reimbursable expenses.

**C. REIMBURSABLE (DIRECT) EXPENSES**

The CONSULTANT shall be compensated on a direct reimbursement basis for certain work related expenditures not covered by burdened direct labor, provided such expenditures are reasonable and previously authorized by the COR. Reimbursable expenses may include field office, utilities, furnishings, vehicles, expenses for document reproduction (reproduction costs for internal coordination, reviews and other in-house uses will not be reimbursed), rental of specialized equipment, and purchase of special instruments necessary for the efficient performance of the work, provided that such instruments remain the property of the COUNTY upon work completion. These expenses shall be reimbursed on a direct cost basis. No separate additional payment shall be authorized for the use of CADD workstations (computers).

Expenses for travel (except commuting), transportation and subsistence by CONSULTANT personnel in the furtherance of the work will be reimbursed according to the provisions of County Administrative Orders 6-1 and 6-3 and Florida Statute Section 112, as presently written or hereafter amended. The CONSULTANT shall obtain prior authorization from the COUNTY for all travel expenses. Failure to obtain such prior authorization may be grounds for nonpayment of travel expenses. To be compensated for travel within the County, the CONSULTANT shall maintain accurate mileage records electronically and include original signatures upon submittal, along with their invoices.

COUNTY compensation for Subconsultant work shall be in accordance with this Section and Section XII- SUBCONTRACTING.

**D. FIXED FEE**

The fixed fee which was negotiated at 10.00% is the operating margin (profit) paid to the CONSULTANT for the professional services described in this agreement. The fixed fee shall remain fixed unless there is an increase in scope. If the scope is increased, the fixed fee may be modified through the allowance account if it has not been depleted or by a supplemental agreement. For any changes in the scope, the fixed fee shall be computed as 10.00% of the burdened direct labor. The fixed fee will be paid on the basis of the percentage of completion of the work as determined by the COUNTY.

**E. SURVEYING AND GEOTECHNICAL SERVICES**

The CONSULTANT shall be compensated based on the fixed rates based on the most recent negotiated rates for the performance of all geotechnical, land and engineering field survey work required.

1. Land and Engineering Field Survey

In the event supplementary field survey work is required during the performance of work under this contract and such work is authorized by the COR, the CONSULTANT shall be compensated for performance of said work in accordance with the provisions of Section IV(A) hereof. The surveying rates shall not exceed the rates negotiated at the work order level under this Agreement.

2. Geotechnical Engineering

In the event supplementary geotechnical engineering work is required during the performance of work under this contract and such work is authorized by the COR, the CONSULTANT shall be compensated for performance of said work in accordance with the

provisions of Section IV(A) hereof. The geotechnical engineering rates shall not exceed the rates negotiated at the work order level under this Agreement.

**F. MAXIMUM COMPENSATION**

Although the COUNTY makes no assurances that any work orders will be issued to the CONSULTANT, the total payments to the CONSULTANT pursuant to this Agreement shall not exceed \$5,500,000.00 (inclusive of base and contingency allowance amounts).

**G. EXCEEDING EXPENDITURES**

If at any time the CONSULTANT has reason to believe that the expenditures, in the next 60 days, will exceed 75% of the Maximum Compensation amount for any work order, the CONSULTANT shall immediately notify the COUNTY in writing to that effect. Failure to comply with this requirement may forfeit payments for authorized overruns. The CONSULTANT shall also provide a revised estimate to complete the work under the applicable work order. The CONSULTANT shall not be obligated to incur costs in excess of the maximum Contract ceiling except at the request of the COUNTY and proper execution of a Supplemental Agreement.

**H. SUBCONSULTANT COMPENSATION**

COUNTY compensation for Subconsultant work shall be in accordance with Section XII SUBCONTRACTING.

**SECTION V - METHOD OF PAYMENT**

The COUNTY agrees to make monthly payment to the CONSULTANT, based on properly submitted invoices, for all authorized work performed during the previous month or other mutually agreed invoicing period. The CONSULTANT agrees to provide invoices monthly and with every invoice, copies of any records necessary to substantiate payment requests to the COUNTY such as time sheets, detailing the task where the time has been spent, monthly progress reports and hours/costs

expenditure reports, in a format acceptable to the COUNTY. The CONSULTANT shall submit duly certified invoices in duplicate and one electronic format to the COR in a format acceptable to the COUNTY. Each invoice shall make reference to the particular Work Order which authorized the services performed and/or expenses incurred. The amount of invoices submitted shall be comprised of the amounts due for all services performed including time sheets and/or reimbursable expenses incurred to date in connection with authorized work, less previous payments.

The CONSULTANT shall report via the Business Management Workforce System (BMWS) all sub-consultants' agreements entered into listing award amounts or percentage for this Agreement. Additionally, the Consultant shall report all payments made to each sub-consultant participating on the project and verification of payments received must be confirmed by the subconsultants via BMWS. For additional information regarding online BMWS registration, managing County contracts, and to track compliance with SBE program measures, please contact Small Business Development, at (305) 375-3111 or via email at [SBDmail@miamidade.gov](mailto:SBDmail@miamidade.gov).

Payments shall be made in accordance with one of the following methods, as identified in each Work Order.

**A. TIME & MATERIALS FOR PROFESSIONAL FEES AND/OR REIMBURSABLE EXPENSES**

The amounts due for professional services and/or reimbursable expenses shall be calculated in accordance with Subsection IV. Invoiced reimbursable expenses must be substantiated with copies of receipts and other documentation as necessary.

**B. LUMP SUM FEE**

The amount due of invoices submitted shall be calculated by applying the percentage of the total work completed to date to the authorized lump sum, and subtracting any previous payments.

## **SECTION VI - SCHEDULE OF WORK**

The COUNTY shall have the sole right to determine on which units or sections of the work the CONSULTANT shall proceed and in what order. A work order issued by the COR shall cover in detail the scope, specific deliverables, time for completion, method of payment and compensation for the Professional Services requested in connection with each unit or section of work.

## **SECTION VII - RIGHT OF DECISIONS AND DISPUTE RESOLUTION**

All services shall be performed by the CONSULTANT to the Standard of Care as referenced in Section XXIX (B). The County and Consultant shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The County and Consultant waive all claims and causes of action not commenced in accordance with this Section.

The Consultant and County waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement.

The COR shall decide on all questions, difficulties and disputes of whatever nature which may arise under or by reason of this Agreement, the prosecution and fulfillment of the services hereunder, and the character, quality, amount and value thereof.

In the event the CONSULTANT and COR are unable to resolve their differences concerning any determination made by the COR or any dispute or claim arising under or relating to the Contract, either the CONSULTANT or COUNTY may initiate a dispute in accordance with the procedure set forth in this Section. Exhaustion of these procedures shall be a precondition to any lawsuit permitted hereunder.

The parties to this contract hereby authorize the DTPW Director, functioning as the Contracting Officer or designee, to decide on all questions, disputes or claims of any nature whatsoever arising out of, under, or in connection with, or in any way related to or on account of, this Contract except issues or disputes related to the CONSULTANT's performance evaluation and his decision shall be conclusive, final and binding on the parties, subject only to the limited right of review specified below. The CONSULTANT and the COUNTY are entitled to a hearing before the Contracting Officer, or his/her designee, at which both CONSULTANT and the COUNTY may present evidence and live testimony, in accordance with the Florida Rules of Evidence, and the right to cross-examine each other's witnesses. No depositions will be taken.

If either party wishes to protest the determination of the Contracting Officer, such party may commence an appeal in a Court of competent jurisdiction no later than 30 calendar days from the issuance of the Contracting Officer's written decision, it being understood that the review of the Court shall be limited to the question of whether or not the Contracting Officer's determination was arbitrary or capricious, unsupported by any competent evidence, or so grossly erroneous to evidence bad faith.

Pending final decision of a dispute hereunder, the CONSULTANT shall proceed diligently with the performance of the Contract and in accordance with the COR's interpretation.

#### **SECTION VIII - OWNERSHIP OF DOCUMENTS**

All notes, correspondence, documents, designs, drawings, renderings, calculations, specifications, models, photographs, reports, surveys, investigations, and any other documents and copyrights thereto for services performed or produced in the performance of this Agreement, whether in paper or other hard copy medium or in electronic medium, except with respect to pre-existing copyrighted standard details and designs owned by the CONSULTANT or owned by a third party and licensed to the CONSULTANT for use and reproduction, shall become the property of the COUNTY, without restrictions or limitations, upon CONSULTANT receiving payment in full for services satisfactorily performed. However, the

COUNTY may grant an exclusive license of the copyright to the CONSULTANT for reusing and reproducing copyrighted materials or portions thereof as authorized by the COUNTY in advance and in writing. In addition, the CONSULTANT shall not disclose, release, or make available any document to any third party without prior written approval from the COUNTY. The CONSULTANT shall warrant to the COUNTY that he/she has been granted a license to use and reproduce any standard details and designs owned by a third party and used or reproduced by the CONSULTANT in the performance of this Agreement. Nothing contained herein shall be deemed to exclude any document from Chapter 119 of the Florida Statutes. When each individual section of work requested pursuant to this Agreement is completed and accepted, all of the above data shall be delivered to the COR.

#### **SECTION IX - REUSE OF DOCUMENTS**

The CONSULTANT may reuse data from other sections of the work included in this Agreement provided irrelevant material is deleted. The COUNTY shall not be re-invoiced for such reused data. The COR shall not accept any reused data containing an excess of irrelevant material which has no connection with the applicable portion of the work. The CONSULTANT will not be liable for reuse by the COUNTY of plans, documents, studies, or other data for any purpose other than that intended by the terms and conditions of this Agreement.

#### **SECTION X – OFFICIAL NOTICES**

Any notices, report or other written communications from the CONSULTANT shall be considered delivered when posted by certified mail, electronic medium, or delivered in person to the COR. Any notices, reports or other communications from the COUNTY to the CONSULTANT shall be considered delivered when posted by certified mail to the CONSULTANT at the last address left on file with the COUNTY or delivered in person to said CONSULTANT or the CONSULTANT's authorized representative.

The CONSULTANT designates the following individual as the project manager to act as the point-of-contact with the COUNTY and is authorized by the CONSULTANT to receive official notices and submit invoices:

**Project Manager:** Trenton Baughn, RA, AICP, LEED AP  
**Address:** 100 Biscayne Blvd, 27th Floor  
Miami, FL 33132  
**Telephone:** (305) 528-4694 Cellular  
**Email:** trent@zyscovich.com

## SECTION XI - AUDIT RIGHTS

The CONSULTANT hereby agrees that the COUNTY may perform audits of the CONSULTANT's books of accounts and records related to the work. Such audits may be performed at the COUNTY'S discretion.

Such audits may be performed by the COUNTY or may be arranged by the COUNTY through the auspices of the U.S. Department of Transportation. Alternatively, the COUNTY may cause an independent certified public accounting firm to perform the audit within the time herein described below. The CONSULTANT shall maintain all books of accounts, records, documents and other evidence of accounting procedures and practices sufficient to properly document all expenses incurred and anticipated to be incurred in the performance of this Contract including justification of the negotiated overhead rates and direct labor rates. The materials described above shall be made available at the office of the CONSULTANT, at reasonable times, for inspection, audit or reproduction, within three (3) years following final payment under this Contract and the closing of all other pending matters.

In addition to the above requirements, the Secretary of the U.S. Department of Transportation, the Comptroller General of the United States, the State of Florida, the COUNTY or their authorized designee, shall have the right to audit the CONSULTANT's books of accounts and records relating to performance of this Contract at any time within three (3) years following final payment under this Contract and the closing of all other pending matters.

For purposes of verifying the certified cost or pricing data submitted or identified by the CONSULTANT in conjunction with the negotiation of this Agreement or any modification/change order to this Agreement, the CONSULTANT shall, for a period of three (3) years after Final Acceptance under this Agreement:

- A. Maintain such certified cost of pricing data, including books, records, documents, papers, computations, projections and other supporting data. All such certified cost or pricing data shall be clearly identified, readily accessible and, to the extent feasible, kept separate and apart from all unrelated documents.
- B. Permit an authorized representative of the COUNTY, State of Florida, United States Department of Transportation and Comptroller of the United States to examine such books, records, documents, papers, computations, projections and other supporting data.
- C. In the event any information provided by the CONSULTANT during initial contract negotiations or any supplemental agreement negotiations or any other information is later determined by the COUNTY not to have been complete, accurate or current at the time of the submittal, the COUNTY shall be entitled to an appropriate correction of the total compensation amount. If this determination is made by the COUNTY after final payment, the COUNTY shall use all available means to recover said funds including withholding funds due the CONSULTANT on other COUNTY contracts.

The CONSULTANT agrees to insert these audit clauses in all of his subcontracts.

## **SECTION XII - SUBCONTRACTING**

The CONSULTANT shall not assign or transfer any portion of the work under this Agreement other than as provided for herein without the prior written consent of the COUNTY. Subconsultants included in CONSULTANT's proposal are deemed to be approved by the COUNTY.

The CONSULTANT may, if they so desire and if approved by the COUNTY, employ Special Professional CONSULTANTS to assist in performing specialized portions of the work. Payment of such Special Professional CONSULTANTS employed at the option of the CONSULTANT and subject to written approval by the COUNTY shall be the responsibility of the CONSULTANT and shall not be cause for any increase in compensation to the CONSULTANT for the performance of the work included in the Work Order.

The COUNTY may, if it deems such action necessary to the satisfactory and expeditious completion of the authorized work, direct the CONSULTANT to engage the services of a Designated Professional CONSULTANT(s) to assist the CONSULTANT in the performance of specialized portions of the services. The CONSULTANT shall comply with such directive. Employment of such a Designated Professional CONSULTANT(s) at the direction of the COUNTY by Work Order shall constitute additional services under the provisions of this Agreement and the CONSULTANT shall be reimbursed therefore in accordance with negotiated fees at the time such additional services are requested by the COUNTY.

Failure to obtain COR approval of a Subconsultant prior to commencement of that Subconsultant's services may be grounds for non-payment of any services performed prior to approval.

**A. SUBCONSULTANTS**

1. The compensation for services rendered by the Subconsultant's personnel, Principals excluded, shall be computed based on the direct salary cost, as reported to the IRS, for all time said personnel engaged directly in the work, times the following multipliers:

FIRMS	OFFICE			FIELD		
	OHR	OP MARGIN	MULTIPLIER	OHR	OP MARGIN	MULTIPLIER
Caltran Engineering Group, Inc.	150.75%	10.00%	2.7583	134.39%	10.00%	2.5783
DDA Engineers, P.A.	108.10%	10.00%	2.2891		10.00%	
EXP U.S. Services Inc.	150.34%	10.00%	2.7537	134.19%	10.00%	2.5761
GLSA Design, Inc.	120.18%	10.00%	2.4220		10.00%	
Kimley-Horn and Associates, Inc.	194.64%	10.00%	3.2410	174.74%	10.00%	3.0221
Nova Consulting, Inc.	155.97%	10.00%	2.8157	127.68%	10.00%	2.5045
NV5, Inc.	193.27%	10.00%	3.2260	183.00%	10.00%	3.1130
Olin Hydrographic Solutions Inc	104.79%	10.00%	2.2527		10.00%	
Program Controls, Inc.	137.04%	10.00%	2.6074		10.00%	

<sup>1</sup> Independent Audit in accordance with applicable Sections of Part 31, FAR.

<sup>2</sup> Considered for minor role only

<sup>3</sup> Subconsultants that do not have an approved overhead rate must submit their FDOT approved overhead rates for DTPW's approval prior to issuing any work order pursuant to this contract where the sub-consultant is a party thereto.

NOTE #1 : Task involving a very small dollar amount will be considered miscellaneous services.

The County may negotiate consultant fees for these services based on County's cost and price analysis.

1. The table of overhead rates is based on information provided by the Subconsultant during initial contract negotiations. The COUNTY has the right to request that the Subconsultant submit independent audit in accordance with Part 31 of the Federal Acquisition Regulations accepted by a Federal or State agency, or an independent audit from a Certified Public Accountant (C.P.A.) to set multipliers. Once approved, and until a revision is accepted by the COR, these multipliers shall constitute full compensation to the Subconsultant for costs incurred in the performance of the work such as overhead, fringe benefits, profit and all other costs not covered by reimbursable expenses.

2. In addition, the CONSULTANT is required to submit a statement indicating that it has reviewed the Subconsultants' overhead rates and confirms that these rates have been substantiated by an independent audit from a C.P.A. The aforementioned documentation must be updated and provided by the CONSULTANT once, annually from the effective date of the contract, when it requests any overhead rate revisions for Subconsultants in order to be accepted by the COR.
3. The maximum direct hourly rates, per classification, excluding overhead, allowed under this contract shall not exceed the caps listed in Exhibit "F" unless authorized by the COR in writing, and shall apply to all employees. The burdened direct labor charges shall constitute full compensation to the Subconsultant for costs incurred in the performance of the work such as labor, overhead, fringe benefits and all other costs not covered by reimbursable expenses or fixed fee.
4. Overtime work considered necessary and previously authorized by the COR in writing shall be compensated at time-and-a-half of the rate established by Subsection IV-A(1) hereof for personnel below the level of Project Engineer or Project Architect, unless classified as exempt. Overtime is defined as work in excess of 40 hours per week.
5. Labor rates shall be in accordance with Exhibit "F" supplied by the CONSULTANT on behalf of the Subconsultant and made a part hereof and consistent with prevailing local wage rates paid for similar work to similar employees classifications and subject to COUNTY approval prior to starting work. Subconsultants are permitted to submit a written request for wage increases for its employees once annually from the effective date of the contract, for review and approval by the COR. Annual wage increases for these

employees shall be no higher than five percent (5%) and shall be consistent with other similar employees unless otherwise approved by the COR.

6. All services provided by the Subconsultants shall be pursuant to appropriate agreements between the CONSULTANT and the Subconsultants which shall contain provisions that preserve and protect the rights of the COUNTY under this Agreement, and indemnify and hold harmless the COUNTY and the services shall be compensated in accordance with Section IV-COMPENSATION. Nothing contained in this Agreement shall create any contractual relationship between the COUNTY and the Subconsultants.
7. Subconsultants may not be utilized on the work unless their utilization has been approved in advance by the COUNTY in writing. Subconsultants included in CONSULTANT's Proposal are deemed to be approved by the County. The COUNTY reserves the right at any time to withdraw the approval of such Subconsultant, if it decides that the services performed by the Subconsultant, are not acceptable to the COUNTY.
8. The CONSULTANT shall not change any Subconsultant without prior approval of the COUNTY in response to a written request from the CONSULTANT stating the reasons for any proposed substitution. Any request to add a Subconsultant shall include substantiation of Subconsultant's overhead acceptable to the COUNTY.
9. PRINCIPALS

Subconsultants shall be compensated at the following rate for the time of principals engaged directly in the work. Subconsultants are permitted to submit a written request for annual wage increases for its principals once annually from the effective date of the contract, for review and approval by the COR. Annual rate increases for Principals shall be at a maximum of 5% per year and subject to approval by the COR in writing, approval of

which shall not be unreasonably withheld. This rate shall not be subject to the overhead rates or fee and shall be applied to the time spent on requested work by the following Principals.

Firm	Principals	Hourly Rate
Caltran Engineering Group, Inc.	Jeannelia Liu	\$130.00
DDA Engineers, P.A.	Pedro Duquesne	\$130.00
EXP U.S. Services Inc.	Kyle Henry	\$130.00
GLSA Design, Inc.	Ken Gardner	\$130.00
Kimley-Horn and Associates, Inc.	Russell Barnes	\$130.00
Nova Consulting, Inc.	Juan Prieto	\$130.00
NV5, Inc.	Eric Stern	\$130.00
Olin Hydrographic Solutions Inc	David Olin	\$130.00
Program Controls, Inc.	Ashish Kumar	\$130.00

Note: CONSULTANT shall not bill for more than 40 hours per year. Additional hours must be previously authorized by the COR.

The Maximum compensable hours for the Principal shall not exceed 40 hours annually from the effective date of the contract. Additional hours must be previously authorized by the COR in writing.

**B. NON-EXCLUSIVITY**

Notwithstanding any provision of this non-exclusive agreement, the COUNTY is not precluded from retaining or utilizing any other Architect, Engineer, Design Professional or other CONSULTANT to perform any professional services as defined herein and the CONSULTANT waives any claim it might have against the COUNTY as a result of the COUNTY electing to retain or utilize such other Architect, Engineer, Design Professional or other CONSULTANT to perform any such professional services, except that if the COUNTY retains or utilizes such other Architect, Engineer, Design Professional or other CONSULTANT to perform such services subsequent to the starting date and before the completion date of the agreement of the CONSULTANT, and if the new CONSULTANT is directed to perform the same services, the CONSULTANT shall be entitled to compensation as provided in this Section.

### **SECTION XIII - CERTIFICATION**

The CONSULTANT certifies that no companies or persons, other than bonafide employees working solely for the CONSULTANT or the CONSULTANT'S County-approved Subconsultants, have been retained or employed to solicit or secure this Agreement or have been paid or guaranteed payment of any fees, commissions, percentage fees, gifts or any other considerations contingent upon or resulting from the award or making of this Agreement. The CONSULTANT also certifies that no COUNTY personnel, whether a full-time or part-time employee, has or shall be retained or employed in any capacity, by the CONSULTANT or the CONSULTANT'S County-approved Subconsultants, to accomplish the work contemplated under the terms of this Agreement. For breach or violation of this Certification, the County Mayor or his designee shall have the right to annul this Agreement without liability.

### **SECTION XIV - TERMINATION OF AGREEMENT**

It is expressly understood and agreed that the COR may terminate this Agreement, in whole or in part, without cause or penalty, by thirty (30) days prior written notification in writing from the COR or by declining to issue Work Orders, as provided in Section VI; in which event the COUNTY's sole obligation to the CONSULTANT shall be payment in accordance with Section IV - COMPENSATION, for those units or sections of work previously authorized plus reasonable costs of termination. Such payment shall be determined on the basis of the hours or percentage of work performed by the CONSULTANT, found acceptable to the COUNTY, up to the time of termination. In the event partial payment has been made for professional services not performed, the CONSULTANT shall return such sums to the COUNTY within ten (10) days after receipt of written notice that said sums are due. Upon such termination, the COUNTY may, without penalty or other obligation to the CONSULTANT, elect to employ other persons to perform the same or similar services.

## **SECTION XV - DURATION OF AGREEMENT**

This Agreement shall remain in full force and effect for a period of (1,825) Calender Days after its date of execution, or until depletion of the funds allocated to pay for the cost of the services described in the Agreement. The County shall comply with the original terms and conditions and any amendments thereof.

Actual completion of the services hereunder may extend beyond such term provided that action is taken in accordance with any of the methods described under Subsections A through C below:

(A) Method One – A time extension is provided for additional unforeseen work performed outside the scope of the original Agreement that affects the work schedule or previously approved changes using contingency time allocated in the Contract award memo.

(B) Method Two – A time extension is provided for additional unforeseen work performed outside the scope of the original Agreement that affects the work schedule or previously approved changes and is approved via a formal Supplemental Agreement.

(C) Method Three – A work order (or multiple work orders) has been issued prior to the Agreement's original expiration date that clearly states the tasks, method of payment, dollar amount, and work order expiration date.

Once a revised Agreement or a new work order expiration date has been approved in accordance with one of the methods described above, the Agreement completion date shall be based on either the revised expiration date or the date that all funding has been expended, whichever occurs first.

## **SECTION XVI - DEFAULT**

In the event the CONSULTANT fails to comply with the provisions of this Agreement, the COR may declare the CONSULTANT in default by thirty (30) days prior written notification. In such event, the CONSULTANT shall only be compensated for any completed professional services as of the date

written notice of default is served. In the event partial payment has been made for such professional services not completed, the CONSULTANT shall return such sums to the COUNTY within ten (10) days after receipt of written notice that said sums are due. The CONSULTANT shall be compensated on a percentage of the professional services which have been performed and found acceptable to the County prior to the time the COR declares a default. Any dispute arising out of this Section shall be resolved in accordance with Section VII – RIGHT OF DECISIONS AND DISPUTE RESOLUTION.

## **SECTION XVII - INDEMNIFICATION AND INSURANCE**

Pursuant to Section 725.08, Florida Statutes, and notwithstanding the provisions of Section 725.06, Florida Statutes, the CONSULTANT shall indemnify and hold harmless the COUNTY and its officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees (where recoverable by law), to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the CONSULTANT and other persons employed or utilized by the CONSULTANT in the performance of this AGREEMENT.

To the extent this indemnification clause or any other indemnification clause in this AGREEMENT does not comply with Chapter 725, Florida Statutes, as may be amended, this provision and all aspects of the Contract shall hereby be interpreted as the Parties' intention for the indemnification clauses and Contract to comply with Chapter 725, Florida Statutes, as may be amended.

The CONSULTANT shall pay liabilities and losses in connection therewith and shall defend and pay all costs, judgments and attorney's fees (where recoverable by law) for such damages which are finally determined to have been caused by the CONSULTANT'S negligence, recklessness or intentionally wrongful conduct of the CONSULTANT or its employees or agents. The CONSULTANT expressly understands and agrees that any insurance protection required by this AGREEMENT or otherwise provided by the CONSULTANT shall in no way limit the responsibility to indemnify and hold harmless the COUNTY and its officers, employees, and defend as herein provided.

The CONSULTANT agrees and recognizes that the COUNTY shall not be held liable or responsible for any damages, which may result from any negligent, reckless, or intentionally wrongful actions, errors or omissions of (in accordance with Florida Statutes Section 725.08) the CONSULTANT.

This Section shall survive expiration or termination of this AGREEMENT.

The CONSULTANT shall not commence any work pursuant to this Agreement until all insurance required under this section has been obtained and such insurance has been approved by the COUNTY's Risk Management Division.

The CONSULTANT shall furnish to the COUNTY, c/o DTPW, Attn.: Ivonne Andres, 701 N.W. 1<sup>st</sup> Court, 15<sup>th</sup> Floor, Miami, FL 33136, Certificate(s) of Insurance which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

- A. Worker's Compensation Insurance for all employees of the CONSULTANT as required by Florida Statute 440.
- B. Commercial General Liability Insurance in an amount not less than \$1,000,000 per occurrence \$2,000,000 in the aggregate. **Miami-Dade County must be shown as an additional insured with respect to this coverage.**
- C. Automobile Liability Insurance covering all owned, non-owned and hired vehicles in an amount not less than \$1,000,000 combined single limit.
- D. Professional Liability or Errors & Omissions insurance covering architectural and/or civil engineering project design, supervision administration, surveying, inspecting and any related professional qualification or function required by project, in an amount not less than \$3,000,000 per claim, \$5,000,000 in the aggregate. Policy must include coverage for faulty design.

Certificates of Insurance and/or policies should reference Professional Services for Transit and Public Works Contract No.: CIP215-DTPW19-DE (6).

All insurance policies required above shall be issued by companies authorized to do business under the laws of the State of Florida, with the following qualifications:

The company must be rated no less than “A-” as to management, and no less than “Class VII” as to financial strength by Best’s Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent, subject to the approval of the County Risk Management Division.

or

The company must hold a valid Florida Certificate of Authority as shown in the latest “List of All Insurance Companies Authorized or Approved to Do Business in Florida” issued by the State of Florida Department of Financial Services.

**NOTE: CERTIFICATE HOLDER MUST READ: MIAMI-DADE COUNTY**

**111 NW 1<sup>st</sup> STREET  
SUITE 2340  
MIAMI, FL 33128**

Compliance with the foregoing requirements shall not relieve the CONSULTANT of his liability and obligation under this section or under any other section of this agreement.

## **SECTION XVIII-ORDINANCES, RESOLUTIONS AND OTHER REQUIREMENTS**

The CONSULTANT and Subconsultants agree to abide and be governed by all Applicable Laws. Applicable Laws shall mean, whether singular or plural, all federal, state, county and local statutes, codes, laws, rules, regulations, ordinances, orders and standards applicable to the Agreement, and any other such law hereafter enacted, and any rules adopted pursuant thereto, as all such laws and rules may be amended from time to time. Applicable local laws and ordinances which may have a bearing on the work contemplated hereunder, including, but are not necessarily limited to the following:

- A. Ordinance No. 72-82 (Conflict of Interest), as amended by Ordinances 00-01,00-46.
- B. The CONSULTANT shall comply with the procedures contained in the FALSE CLAIMS Ordinance COUNTY Code Article XV Sections 21-255 through 21-266; prohibiting presentation,

maintenance, or prosecution of false or fraudulent claims against the COUNTY; requiring forfeiture of any claim containing false or fraudulent allegations or statements; imposing penalties for submission of false or fraudulent claims; providing both county and private enforcement.

C. The CONSULTANT shall comply with the financial disclosure requirements of Ordinance No. 77-13, as amended, by having on file or filing within thirty (30) days of the execution of this Agreement one of the following with the Dade County Elections Department, P.O. Box 012241, Miami, FL 33101:

- (1) A source of income statement;
- (2) A current certified financial statement;
- (3) A copy of the CONSULTANT'S Current Federal Income Tax Return.

D. E-VERIFY - The attention of the Consultant is hereby directed to the requirements of the State of Florida Office of the Governor Executive Order No. 11-02. The Consultant hereby agrees to utilize the U.S. Department of Homeland Security's E Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of all persons assigned or authorized by the Consultant to perform work pursuant to the Contract with the County.

**E. 1.49 PUBLIC RECORDS AND CONTRACTS FOR SERVICES PERFORMED ON BEHALF OF MIAMI-DADE COUNTY**

The CONSULTANT shall comply with the Public Records Laws of the State of Florida, including but not limited to: (1) keeping and maintaining all public records that ordinarily and necessarily would be required by Miami-Dade County (COUNTY) in order to perform the service; (2) providing the public with access to public records on the same terms and conditions that the County would provide the records and at a cost that does not exceed the cost provided in Chapter 119, F.S., or as otherwise provided by law; (3) ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law;

and (4) meeting all requirements for retaining public records and transferring, at no cost, to the COUNTY all public records in possession of the CONSULTANT upon termination of the contract and destroying any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements upon such transfer. In addition, all records stored electronically must be provided to the COUNTY in a format that is compatible with the information technology systems of the COUNTY. Failure to meet any of these provisions or to comply with Florida's Public Records Laws as applicable shall be a material breach of the agreement and shall be enforced in accordance with the terms of the agreement.

**IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 375-5773; [ISD-VSS@MIAMIDADE.GOV](mailto:ISD-VSS@MIAMIDADE.GOV); 111 NW 1 STREET, SUITE 1300, MIAMI, FLORIDA 33128.**

- F. The CONSULTANT further agrees to comply with the requirements of the County, State and Federal Ordinances, Resolutions and/or Regulations.

Refer to Exhibit "B" for Federal Requirements and Provisions.

The CONSULTANT further agrees to comply with any other Ordinance or Resolution of the County that may become effective before the execution by both parties of this Agreement. In the event any ordinance or resolution potentially impacting price is adopted by the Board subsequent to completions of negotiations but prior to adoption of this contract by the Board, CONSULTANT may seek adjustment of the contract price. Failure on the part of the CONSULTANT to notify the COUNTY of its intent to seek an adjustment to the contract price prior to the Contract approval of the the Board shall constitute a waiver of any such claims or adjustments.

## **SECTION XIX – TRUTH IN NEGOTIATION CERTIFICATION OF WAGE RATES**

Pursuant to AO 3-39 and Florida State Statutes Chapter 287.055 5(a): For all lump sum costs or costs plus a fixed fee contract in which a fee will exceed one hundred fifty thousand dollars (\$150,000; 287.017 -category four), the COUNTY will require the firm receiving the award to execute a Truth-In-Negotiation Certificate as required by Chapter 287, Florida Statutes. The language below suffices as the Truth-In-Negotiation Certificate when included in a contract in which a fee will exceed the above referenced amount:

In accordance with Florida Statute 287.055, the CONSULTANT hereby certifies and warrants that wage rates and other factual unit costs, as submitted in support of the compensation provided in Section IV, are accurate, complete and current as of the date of this Agreement. It is further agreed that said compensation shall be adjusted to exclude any significant costs where the COUNTY shall determine that the price of services was increased due to inaccurate, incomplete or unclear wage rates or other factual unit costs. All such compensation adjustments shall be made within three (3) years from the date of final billing or acceptance of the work by the COUNTY, whichever is later.

## **SECTION XX - EQUAL OPPORTUNITY**

### **A. EQUAL EMPLOYMENT OPPORTUNITY**

The CONSULTANT shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, ancestry, familial status, pregnancy, sexual orientation, marital status, disability, gender identity or gender express, place of birth or national origin. The CONSULTANT shall take affirmative actions to insure that applicants are employed and that employees are treated during their employment without regard to their race, religion, color, ancestry, sex, familial status, pregnancy, age, sexual orientation, marital status, physical handicap or national origin, gender identity or gender express, or status as victim of domestic

violence, dating violence or stalking. Evidence of such actions shall be reported on forms supplied by the COUNTY.

Such actions shall include, but shall not be limited to the following: employment; upgrading, transfer or demotion; recruitment or recruitment advertising; layoff or termination; rates of pay or other form of compensation and selection for training, including apprenticeship. The CONSULTANT agrees to post in conspicuous places available to employees and applicants for employment, notices to be provided by the COUNTY setting forth the provisions of this Equal Opportunity Clause.

The CONSULTANT shall comply with all applicable provisions of the Civil Rights Acts of 1964; Executive Order 11246 of September 24, 1965 as amended by Executive Order 11375; Executive Order 11625 of October 13, 1971; the Age Discrimination in Employment Act, effective June 12, 1968; the rules and regulations, and relevant orders of the Secretary of Labor; Sections 112.041, 112.042 and 112.0113, Florida Statutes, Chapter 760 (Florida Civil Rights Act of 1992, as amended) and County Ordinance 75-46, effective June 28, 1975.

## **B. NONDISCRIMINATION**

During the performance of this Agreement, the CONSULTANT agrees to state in all solicitations or advertisements for employees placed by or on behalf of the CONSULTANT that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, age, sexual orientation, marital status, physical handicap or national origin. If requested to do so the CONSULTANT shall furnish all information and reports required by Executive Order 11246 of September 24, 1965 as amended by Executive Order 11375 and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to their books, records and accounts by the COUNTY, and compliance review agencies for purposes of investigation to ascertain compliance with such rules and regulations and orders. The

CONSULTANT further agrees that he/she will comply with the requirements of the Americans with Disabilities Act.

**C. DISADVANTAGED BUSINESS ENTERPRISES SUBCONTRACTING PROGRAM**

A Disadvantaged Business Enterprise (DBE) goal will not be assigned to the overall PSA; however, work orders generated with federal and state funding, will be assessed individually by DTPW's Office of Civil Rights for possible DBE goal participation. The CONSULTANT must make a good faith effort to meet any DBE goals established for this contract and comply with all the provisions of the DBE Requirements section made a part of this contract as Exhibit "A". Work Orders solely utilizing local funds will be forwarded to the Internal Services Department's Division of Small Business Development (SBD) for review for processing through the Equitable Distribution Program (when applicable) or determination for small business measures.

**SECTION XXI - AFFIRMATIVE ACTION PLAN REQUIREMENTS**

The CONSULTANT's Affirmative Action Plan, as approved by DTPW's Office of Civil Rights, and any approved update thereof, is hereby incorporated as contractual obligations of the CONSULTANT to the COUNTY hereunder. The COR shall undertake and perform the affirmative actions specified herein. The COR may declare the CONSULTANT in default of this agreement for failure of the CONSULTANT to comply with the requirements of this paragraph.

**SECTION XXII – FEDERAL REQUIREMENTS AND PROVISIONS**

Refer to Exhibit "B" for Federal Requirements and Provisions.

**SECTION XXIII - BUSINESS APPLICATIONS AND FORMS**

The CONSULTANT shall be a registered vendor with the COUNTY for the duration of this Agreement. It is the responsibility of the CONSULTANT to update and file the Vendor Registration Application on the COUNTY's Vendor Registration Site for any changes for the duration of this Agreement, including any option years.

The Proposer is responsible for submitting the Vendor Registration Application on the COUNTY's Vendor Registration Site at <https://www.miamidade.gov/Vendor/NewVendor/Enrollment>.

Section 2-11.1(d) of Miami-Dade County Code, requires any county employee or any member of the employee's immediate family who has a controlling financial interest, direct or indirect, with Miami-Dade County or any person or agency acting for Miami-Dade County from competing or applying for any such contract as it pertains to this solicitation, must first request a conflict of interest opinion from the COUNTY's Ethic Commission prior to their or their immediate family member's entering into any contract or transacting any business through a firm, corporation, partnership or business entity in which the employee or any member of the employee's immediate family has a controlling financial interest, direct or indirect, with Miami-Dade County or any person or agency acting for Miami-Dade County and that any such contract, agreement or business engagement entered in violation of this subsection, as amended, shall render this Agreement voidable. For additional information, please contact the Ethics Commission hotline at (305) 579-2593.

#### **SECTION XXIV – PROMPT PAYMENT**

It is the policy of Miami-Dade County that payment for all purchases by County agencies and the Public Health Trust shall be made in a timely manner and interest payments made on late payments. The CONSULTANT's attention is directed to Florida Statutes, Section 218.74 and Section 2-8.1.4 of the Miami-Dade County Code, providing for expedited payments to small businesses by county agencies and the Public Health Trust creating dispute resolution procedures for payment of county and Public Health Trust obligations; and requiring the CONSULTANT to issue prompt payments, and have the same dispute resolution procedures as the COUNTY, for all small business subconsultants. Failure of the CONSULTANT to issue prompt payment to small business, or to adhere to its dispute resolution procedures, may be cause for suspension, termination, and debarment, in accordance with the terms of the

county contract or Public Health Trust contract and debarment procedures of the COUNTY. The CONSULTANT agrees to provide the COUNTY with a copy of its dispute resolution process.

#### **SECTION XXV – ESTIMATE TIME FOR CONTINGENCY**

This Agreement contains a Contingency Allowance time extension not to exceed ten percent (10%) of the original Contract Duration. Pursuant to a written request by the CONSULTANT for a time extension for reasons exhibited in Section XV – Duration of Agreement, that affects the critical path schedule of the Agreement or any previously approved changes; written documentation that supports the justification of a time extension, review and concurrence by the department project manager, a Contract Contingency Allowance Expenditure Authorization will be created for execution by all parties. Once executed the time extension will adjust the scheduled completion date. The cumulative total of all Contingency Allowance time extensions shall not exceed ten percent (10%) of the original Contract Duration rounded off to the next whole number.

#### **SECTION XXVI - CONTINGENCY ALLOWANCE**

This project is a Professional Services Agreement; therefore, an estimated Allowance Account of \$500,000.00 is permissible, per Miami-Dade County Code Section 2-8.1. This Allowance Account will be used by Department of Transportation and Public Works for unforeseen conditions necessitating additional design, resulting in additions to the basic fee. It is understood that any unspent portion of the allowance account is to remain with the COUNTY.

#### **SECTION XXVII - SCRUTINIZED COMPANY**

Scrutinized Companies - By executing this Agreement through a duly authorized representative, the CONSULTANT certifies that the CONSULTANT is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. The County shall have the right to terminate this Agreement for default if the CONSULTANT is found to have submitted a

false certification or to have been, or is subsequently during the term of the Agreement, placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

## **SECTION XXVIII – ERRORS AND OMISSIONS**

The CONSULTANT shall maintain a record of all construction changes that shall be categorized according to the various types, causes, etc., that the COUNTY and/or CONSULTANT may determine are useful or necessary for its purposes. Among those categories are construction changes, design errors or omissions in the contract documents prepared by the CONSULTANT. For the purposes of this contract provision, errors and omissions shall be dealt with differently, as follows:

### **A. Errors**

It is specifically agreed that any construction changes categorized by the COUNTY as an error in the contract documents prepared by the CONSULTANT will constitute an additional cost to the COUNTY that would not have been incurred without the error. The damages to the COUNTY for errors shall be calculated as one hundred percent (100%) of the total cost of the change and includes direct and indirect costs. The COUNTY shall obtain recovery of the additional cost of construction for all errors caused by the CONSULTANT should the sum of the total additional constructions for errors in total exceed five percent (5%) of the total construction cost. Indirect costs may include delay damages caused by the error.

### **B. Omissions**

It is further specifically agreed for purposes of this agreement that any construction changes categorized by the COUNTY as an omission in the contract documents prepared by the CONSULTANT will constitute an additional cost to the COUNTY that would not have been incurred without the omission. The damages to the COUNTY for omissions shall be calculated as fifteen percent (15%) of the

total direct cost of the change and one hundred percent (100%) of the indirect costs. Indirect costs may include delay damages caused by the omission.

To obtain such recovery, the COUNTY shall initially make a claim to CONSULTANT and its insurance provider. To the extent CONSULTANT and/or insurance provider does not pay any portion of any settlement or judgment, following all appeals, in addition to any other remedies available, the COUNTY may deduct from funds due the CONSULTANT in this or any other contract the CONSULTANT may or will have with the COUNTY up to the amount of the CONSULTANT's insurance deductible. Should the damages incurred by the COUNTY exceed the CONSULTANT's insurance deductible, the COUNTY shall look to the CONSULTANT and the CONSULTANT's insurer for the remaining amount of additional damages incurred by the COUNTY. In executing this agreement, the CONSULTANT and its insurer specifically agree to the reasonableness of these damage calculations and to the COUNTY'S right to recover same as stated above provided, however, the Parties agree that in no event shall the CONSULTANT be responsible for the cost of changes to the extent that such changes are determined to be a betterment to the COUNTY. The recovery of additional costs to the COUNTY under this paragraph shall not limit or preclude in any way the CONSULTANT's indemnification obligations to the COUNTY pursuant to Section XVII of this Agreement, or preclude or limit in any way recovery for other separate and/or additional damages that the COUNTY may otherwise incur.

The extent of the CONSULTANT'S liability to the COUNTY shall be in accordance with Florida Statute 725.08. The CONSULTANT shall participate in all negotiations with the Consultant related to this section. Such CONSULTANT participation shall be at no additional cost to the COUNTY. Failure by the CONSULTANT to participate in the negotiations with the Consultant related to this section shall constitute a waiver of CONSULTANT's rights to contest the appropriateness or amount of any settlements or change orders.

## **SECTION XXIX - MISCELLANEOUS**

**A. Force Majeure.** For the purposes of delay and events of force majeure under Section III, and event of “Force Majeure” is defined to include an event beyond the control of the Party claiming Force Majeure, which prevents such Party from fulfilling its obligations, and includes, without limitation, acts of God (including floods, hurricanes and other adverse weather), war, riot, civil disorder, acts of terrorism, disease, epidemic, strikes and labor disputes, law enforcement actions, curfews, closure of transportation systems.

**B. Standard of Care.** Notwithstanding any other provisions to the contrary, in the performance of its Services, CONSULTANT shall exercise that degree of care and skill customarily exercised by other professionals performing similar services in the same locality and time period. COUNTY recognizes that opinions relating to environmental, geologic, and geotechnical conditions are based on limited data and that actual conditions may vary from those encountered at the times and locations where the data are obtained, despite the use of due professional care. CONSULTANT is not responsible for designing or advising on or otherwise taking measures to prevent or mitigate the effect of any act of terrorism or any action that may be taken in controlling, preventing, suppressing or in any way relating to an act of terrorism.

**C. Responsibility for Others.** CONSULTANT shall be responsible to COUNTY for CONSULTANT Services and the services of CONSULTANT Subconsultants. CONSULTANT shall not be responsible for the acts or omissions of other parties engaged by COUNTY nor for their construction means, methods, techniques, sequences, or procedures, or their health and safety precautions and programs.

**D. Cost Estimates.** CONSULTANT’s opinions of construction and materials costs estimates provided herein are to be made on the basis of CONSULTANT’s experience and qualifications and represent CONSULTANT’s best judgment as an experienced and qualified professional generally familiar with the industry. However, since CONSULTANT has no control over the costs of labor, materials, equipment, or services furnished by others, or over any CONSULTANT’s methods of determining prices or over

competitive bidding, or market conditions, CONSULTANT cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from the opinions prepared by CONSULTANT.

**E. No Third Party Rights.** This Agreement shall not create any rights or benefits to parties other than COUNTY and CONSULTANT.

**F. Right of Entry.** COUNTY grants to CONSULTANT, and, if the project site is not owned by COUNTY, warrants that permission has been granted for, a right of entry from time to time by CONSULTANT, its employees, agents and Subconsultants, upon the project site for the purpose of providing the Services. COUNTY recognizes that the use of investigative equipment and practices may unavoidably alter the existing site conditions and affect the environment in the area being studied, despite the use of reasonable care.

**G.** The Parties may from time to time by mutual agreement seek to modify, extend or enlarge the services under a Work Order (“Modification”). In the event the Parties agree to a Modification to add additional services, or to make other modifications to the services, CONSULTANT’s compensation, the schedule and any other relevant terms and conditions to the applicable Work Order shall be equitably adjusted prior to performance of such services.

**H.** In no event shall either party, affiliates and subsidiaries or their respective director, officers or employees be liable to the other for any indirect, incidental, special consequential or punitive damages whatsoever (including, without limitations, lost profits, loss of revenue, loss of use or interruption of Business) arising out of or related to this agreement, even if advised of the possibility of such damages.

**I.** Pursuant to Florida Statute Section 558.0035, under no circumstances shall any present or future, direct or indirect, partners, officers, directors, participants, advisors, managers, employees, agents or affiliates of designer, or any of their heirs, successors or assigns, be individually held liable for negligence.

## **SECTION XXX - ENTIRETY OF AGREEMENT**

Nothing in this Agreement shall be construed to make any party hereunder the agent, employee, partner or joint venturer of the other, nor will any CONSULTANT firm hereunder be considered the beneficiary of any of the duties or rights created by this Agreement between the COUNTY and any other consulting firm hereunder.

This writing and its Exhibits embodies the entire agreement and understanding between the parties hereto, and there are no other agreements and understandings, oral or written with reference to the subject matter hereof that are not merged herein and superseded hereby.

No alteration, change or modification of the terms of the Agreement shall be valid unless made in writing, signed by all parties hereto, and approved by the Board of County Commissioners.

This Agreement, regardless of where executed, shall be governed by and construed according to the laws of the State of Florida, and venue shall be in Miami-Dade County, Florida.

**PURSUANT TO FLORIDA STATUTE CHAPTER 558.0035, AN  
INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD  
INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM  
NEGLIGENCE.**

IN WITNESS THEREOF the parties hereto have executed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

HARVEY RUVIN

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

By: \_\_\_\_\_

By: \_\_\_\_\_  
COUNTY MAYOR

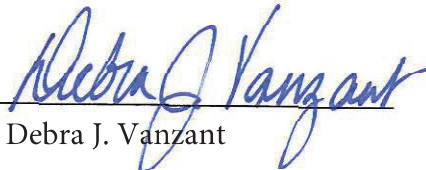
Approved by County Attorney

As to Form and Legal Sufficiency:

\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
ZYSCOVICH, INC.  
(Corporate Seal)

By:   
Debra J. Vanzant

By:   
Bernard Zyscovich

EXHIBIT F  
MAXIMUM DIRECT HOURLY RATES PER  
CLASSIFICATION

CLASSIFICATION	MAXIMUM HOURLY RATE
Contract Manager	\$80.00
Deputy Contract Manager	\$70.00
All other Classifications/Employees	\$75.00

FIRST - TIER MEETING May 19, 2020													
DEPARTMENT OF TRANSPORTATION & PUBLIC WORKS (DTPW) PROFESSIONAL SERVICES FOR TRANSIT AND PUBLIC WORKS PROJECTS													
TABULATION SHEET ISD PROJECT NO. A19-DTPW-01													
NAME OF FIRM(S)	COMPETITIVE SELECTION COMMITTEE					SUB-TOTAL	Average	Low Disparity	High Disparity	TOTAL & ADJ. QUALITATIVE SCORE	TOTAL ADJ. ORDINAL SCORES	ORDINAL RANKING	FINAL RANK
	Isabel Padron, DTPW	Jie Bian, DTPW	Roger Baptiste, WASD	Amnad Riaz, MDAD	Wieland Uchdorf, DSWM								
1 <b>IRE CHISHOLM ARCHITECTS, INC.</b>  1A - Qualification of firms including team members associated to the project (Max. 50 points) 2A - Knowledge and Past Experience of similar type projects (Max. 20 points) 3A - Past Performance of the Firms (Max. 20 points) 4A - Amount of Work Awarded and Paid by the County (Max. 5 points) 5A - Ability of team members to interface with the County (Max 5 points)	45	42	44	45	42	218	44	29	58	432	16	7	7
	20	17	17	18	17	89	18	12	24				
	18	17	15	16	17	83	17	11	22				
	3	4	5	3	3	18	4	2	5				
	5	4	5	5	5	24	5	3	6				
	91	84	86	87	84								
	1	6	5	5	7								
	1				7								
	91				84								
2 <b>AECOM TECHNICAL SERVICES, INC.</b>  1A - Qualification of firms including team members associated to the project (Max. 50 points) 2A - Knowledge and Past Experience of similar type projects (Max. 20 points) 3A - Past Performance of the Firms (Max. 20 points) 4A - Amount of Work Awarded and Paid by the County (Max. 5 points) 5A - Ability of team members to interface with the County (Max 5 points)	45	42	45	45	50	227	45	30	60	447	8	1	1
	20	18	18	19	20	95	19	13	25				
	18	18	18	18	20	92	18	12	24				
	2	2	3	1	1	9	2	1	2				
	5	4	5	5	5	24	5	3	6				
	90	84	89	88	96								
	2	5	2	4	1								
	5				1								
	84				96								

FIRST - TIER MEETING May 19, 2020														
DEPARTMENT OF TRANSPORTATION & PUBLIC WORKS (DTPW) PROFESSIONAL SERVICES FOR TRANSIT AND PUBLIC WORKS PROJECTS														
TABULATION SHEET ISD PROJECT NO. A19-DTPW-01														
3	V3 ARCHITECTURAL GROUP, INC.	COMPETITIVE SELECTION COMMITTEE					SUB-TOTAL	Average	Low Disparity	High Disparity	TOTAL & ADJ. QUALITATIVE SCORE	TOTAL ADJ. ORDINAL SCORES	ORDINAL RANKING	FINAL RANK
		Isabel Patron, DTPW	Jie Bian, DTPW	Roger Baptiste, WASD	Amnad Riaz, MDAD	Wieland Uchdorf, DSWM								
	1A - Qualification of firms including team members associated to the project (Max. 50 points)	42	42	42	44	42	212	42	28	56	434	13	4	5
	2A - Knowledge and Past Experience of similar type projects (Max. 20 points)	18	17	15	18	17	85	17	11	23				
	3A - Past Performance of the Firms (Max. 20 points)	18	19	16	18	17	88	18	12	23				
	4A - Amount of Work Awarded and Paid by the County (Max. 5 points)	5	5	5	5	5	25	5	3	7				
	5A - Ability of team members to interface with the County (Max 5 points)	5	4	5	5	5	24	5	3	6				
	<b>Ordinal Scores</b>	<b>88</b>	<b>87</b>	<b>83</b>	<b>90</b>	<b>86</b>								
	<b>Dropped Ordinal Scores</b>	<b>5</b>	<b>3</b>	<b>7</b>	<b>2</b>	<b>5</b>								
	<b>Dropped Qualitative Scores</b>			<b>83</b>	<b>90</b>									
	Tie-Breaker(CSC Ords)-Criterion 1A,2A,3A,4A,5A, then Total Qual. Points for 1A,2A,3A,4A,5A.													
	Tie-Breaker (Total Ord. Score)-Total Adjusted Qual. Points, then Total Qual. Points for 1A,2A,3A,4A,5A													
4	BERMELO AJAMIL & PARTNERS, INC.										434	10	2	3
	1A - Qualification of firms including team members associated to the project (Max. 50 points)	42	44	46	46	45	223	45	30	59				
	2A - Knowledge and Past Experience of similar type projects (Max. 20 points)	15	19	17	18	16	85	17	11	23				
	3A - Past Performance of the Firms (Max. 20 points)	18	19	20	18	17	92	18	12	24				
	4A - Amount of Work Awarded and Paid by the County (Max. 5 points)	1	3	3	1	2	10	2	1	3				
	5A - Ability of team members to interface with the County (Max 5 points)	5	4	5	5	5	24	5	3	6				
	<b>Ordinal Scores</b>	<b>81</b>	<b>89</b>	<b>91</b>	<b>88</b>	<b>85</b>								
	<b>Dropped Ordinal Scores</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>6</b>								
	<b>Dropped Qualitative Scores</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>91</b>									
	Tie-Breaker(CSC Ords)-Criterion 1A,2A,3A,4A,5A, then Total Qual. Points for 1A,2A,3A,4A,5A.													
	Tie-Breaker (Total Ord. Score)-Total Adjusted Qual. Points, then Total Qual. Points for 1A,2A,3A,4A,5A													

FIRST - TIER MEETING May 19, 2020													
DEPARTMENT OF TRANSPORTATION & PUBLIC WORKS (DTPW) PROFESSIONAL SERVICES FOR TRANSIT AND PUBLIC WORKS PROJECTS													
TABULATION SHEET ISD PROJECT NO. A19-DTPW-01													
5	COMPETITIVE SELECTION COMMITTEE					SUB-TOTAL	Average	Low Disparity	High Disparity	TOTAL & ADJ. QUALITATIVE SCORE	TOTAL ADJ. ORDINAL SCORES	ORDINAL RANKING	FINAL RANK
	Isabel Patron, DTPW	Jie Bian, DTPW	Roger Baptiste, WASD	Amnad Riaz, MDAD	Wieland Uchdorf, DSWM								
5	WOLFBURG ALVAREZ & PARTNERS, INC.	43	42	42	43	48	218	44	29	58			
	1A - Qualification of firms including team members associated to the project (Max. 50 points)	18	17	16	17	19	87	17	12	23			
	2A - Knowledge and Past Experience of similar type projects (Max. 20 points)	18	18	17	17	19	89	18	12	24			
	3A - Past Performance of the Firms (Max. 20 points)	4	5	5	4	4	22	4	3	6			
	4A - Amount of Work Awarded and Paid by the County (Max. 5 points)	5	4	5	5	5	24	5	3	6			
	5A - Ability of team members to interface with the County (Max 5 points)	88	86	85	86	95					440		
	Ordinal Scores	4	4	6	7	2							
	Dropped Ordinal Scores				7	2							6
	Dropped Qualitative Scores			85		95					260		
	Tie-Breaker(CSC Ords)-Criterion 1A,2A,3A,4A,5A, then Total Qual. Points for 1A,2A,3A,4A,5A.												
	Tie-Breaker (Total Ord. Score)-Total Adjusted Qual. Points, then Total Qual. Points for 1A,2A,3A,4A,5A												
6	ACAI ASSOCIATES, INC.	40	44	43	44	46	217	43	29	58			
	1A - Qualification of firms including team members associated to the project (Max. 50 points)	18	19	17	18	17	89	18	12	24			
	2A - Knowledge and Past Experience of similar type projects (Max. 20 points)	18	18	18	16	17	87	17	12	23			
	3A - Past Performance of the Firms (Max. 20 points)	3	4	5	3	3	18	4	2	5			
	4A - Amount of Work Awarded and Paid by the County (Max. 5 points)	5	4	5	5	5	24	5	3	6			
	5A - Ability of team members to interface with the County (Max 5 points)	84	89	88	86	88					435		
	Ordinal Scores	6	2	3	6	4							
	Dropped Ordinal Scores	6	2										4
	Dropped Qualitative Scores	84	89								262		
	Tie-Breaker(CSC Ords)-Criterion 1A,2A,3A,4A,5A, then Total Qual. Points for 1A,2A,3A,4A,5A.												
	Tie-Breaker (Total Ord. Score)-Total Adjusted Qual. Points, then Total Qual. Points for 1A,2A,3A,4A,5A												



# MIAMI DADE COUNTY Small Business Development A&E Firm History Report

From: 08/01/2017 To: 08/07/2020

## PRIMES

**FIRM NAME:** ZYSKOVICH, INC  
100 N Biscayne Blvd, 27 Floor  
Miami, FL 33132



PROJECT #	CONTRACT	DEPT.	MEASURES	AWARD DATE	AWARD AMOUNT
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EDP-LB-SD-INT19	1	LB		08/06/2019	\$200,000.00
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SOUTH DADE LIBRARY INTERIOR IMPROVEMENTS

Total Award Amount		\$200,000.00
Total Change Orders Approved by BCC		\$0.00


\$200,000.00



## Memorandum



**To:** Honorable Chairman Jose “Pepe” Diaz  
and Members, Board of County Commissioners

**From:** Javier A. Betancourt, Executive Director 

**Date:** February 26, 2021

**Re: CITT AGENDA ITEM 7A:**  
RESOLUTION BY THE CITIZENS’ INDEPENDENT TRANSPORTATION TRUST RECOMMENDING THE BOARD OF COUNTY COMMISSIONERS (BCC) APPROVE AWARD OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN MIAMI-DADE COUNTY AND ZYSCOVICH, INC. FOR PROFESSIONAL SERVICES FOR TRANSIT AND PUBLIC WORKS PROJECTS, CONTRACT NO. CIP215-DTPW19-DE (7), IN AN AMOUNT NOT TO EXCEED **\$5,500,000.00**, INCLUSIVE OF A CONTINGENCY ALLOWANCE OF \$500,000.00; AUTHORIZE THE USE OF PEOPLE’S TRANSPORTATION PLAN BOND PROGRAM FUNDS FOR THE METRORAIL STATIONS REFURBISHMENT AND METRORAIL ESCALATORS REPLACEMENT AND ELEVATORS REFURBISHMENT PROJECTS WHICH WERE ADDED TO THE FIVE-YEAR IMPLEMENTATION PLAN ON MARCH 6, 2018; AND AUTHORIZE THE COUNTY MAYOR OR THE COUNTY MAYOR’S DESIGNEE TO EXECUTE SAME AND TO EXERCISE THE RIGHTS CONTAINED THEREIN **(DTPW – BCC LEGISLATIVE FILE NO. 210102) SURTAX FUNDS ARE REQUESTED**

On February 25, 2021, the CITT voted (11-0) to forward a favorable recommendation to the Board of County Commissioners (BCC) for the approval of the above referenced item, CITT Resolution No. 21-009. The vote was as follows:

Joseph Curbelo, Chairperson – Aye  
Oscar J. Braynon, 1<sup>st</sup> Vice-Chairperson – Aye

Peggy Bell – Aye  
Glenn J. Downing, CFP® – Aye  
Jonathan Martinez – Aye  
Marilyn Smith – Aye  
Robert Wolfarth – Aye

Meg Daly – Aye  
Ashley V. Gantt, Esq. – Aye  
Paul Schwiep, Esq. – Aye  
L. Elijah Stiers, Esq. – Aye

c: Jimmy Morales, Chief Operations Officer  
Bruce Libhaber, Assistant County Attorney