

Memorandum



Date: May 4, 2021

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

Agenda Item No. 8(J)(3)

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Resolution No. R-426-21

Subject: Contract Award Recommendation for Civil Infrastructure Engineering Services -
Project No: 2018-046; Contract No: E18-SEA-04 (A), to WSP USA Inc.

RECOMMENDATION

This Recommendation for Award for Professional Services Agreement (PSA) Contract Number E18-SEA-04 (A), between WSP USA Inc. and the County has been prepared by PortMiami, and is recommended for approval for a total contract amount not to exceed \$3,300,000.00, inclusive of a contingency allowance amount of \$300,000.00.

This Contract Award Recommendation was initially intended to be presented to the Board for its consideration in Spring 2020. However, due to the industry-wide "No Sail Order" issued by the United States Centers for Disease Control and Prevention (CDC) on March 14, 2020, prohibiting passenger operations at all U.S. Ports, and its subsequent "Framework for Conditional Sailing" issued on October 30, 2020, providing for a phased approach to resuming cruise ship operations in U.S. waters, PortMiami cruise revenues ceased in March 2020. Consequently, PortMiami decided to delay this Contract Award Recommendation. Currently, confidence in the resumption of cruising has increased and PortMiami continues to move forward with its large revenue-generating capital projects.

SCOPE

The Consultant shall provide non-exclusive comprehensive civil engineering services for the infrastructure and operational needs of PortMiami, including engineering design and design criteria services for the repair and rehabilitation, removal and replacement, and new construction of PortMiami's ancillary civil infrastructure. The services include civil infrastructure such as potable water; sanitary; stormwater; telecommunications; other mechanical, electrical, plumbing subsystems and pipelines; landside site development; wharf access; intermodal areas; transportation infrastructure including roadways, parking facilities, railway ramps, aprons; and dynamic message signage in support of commercial cargo and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new construction civil infrastructure components for all or some of the following: cruise terminals, cargo yards, roadways, portwide infrastructure, security, stormwater and sewer systems, cranes and rail upgrades, cargo gate modifications, and all related infrastructure, building and structure work ancillary to the basic work scope. Work scope will be assigned equitably by PortMiami.

The scope of services will consist of the design phase services in support of the construction document development for the program of improvements. This may also include design; system implementation/integration; and commissioning support to implement civil infrastructure improvements to final acceptance. The Consultant shall provide all services inclusive of project meetings; field investigations and data collection support; document review; drawings; developing technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations;

project schedules; design/system criteria; site and environmental assessments; surveys; conduct studies; civil engineering associated with sewer and drainage systems; pump stations; structural, electrical and water distribution engineering; value engineering; construction documents; coordination with regulatory agencies during design permitting and construction activities; bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives; contamination assessments; remedial action plans; inspections; surface investigations and underground inspections; subsurface drilling and geotechnical investigations; materials sampling and testing; condition assessments; feasibility analysis; technical report presentations; permitting; construction inspection services, including, but not limited to, review of shop drawings, proposed substitutions and contractors’ pay requests; change order analysis; responding to Requests for Information; claims assistance; and evaluation of existing equipment condition. In addition, the Consultant shall provide non-engineering services including, but not limited to, detailed construction cost estimating; general administration; and document reproduction (reimbursables). These professional services are required for multiple projects that will provide state of the art facilities to support port operations that are evolving as the industry advances.

At the request of PortMiami, the Consultant shall respond on short notice to unforeseen events, including, but not limited to, berthing and cargo handling accidents; hurricane and other weather related events that would necessitate the urgent production of infrastructure damage assessment reports, including the development of emergency repair plans, specifications, cost estimates, and regulatory agency notification and coordination. All work shall be conducted to meet or exceed professional standards that comply with PortMiami Security requirements, PortMiami Design Guidelines, and United States Customs and Border Protection Cruise Terminal Design Standards.

BACKGROUND

This PSA is necessary to provide PortMiami with a qualified consultant for comprehensive engineering consulting services for civil infrastructure engineering services. The Consultant shall provide design phase services in support of construction document development and management for future capital improvement projects to develop the Port’s civil and transportation infrastructure.

FISCAL IMPACT/FUNDING SOURCE

<u>FUNDING</u>	<u>SOURCE</u>	<u>PROJECT NUM</u>	<u>SITE #</u>	<u>AMOUNT</u>
SOURCE:	Future Financing	645430	#75749	\$3,300,000.00
OPERATIONS COST IMPACT / FUNDING:	Not Applicable, this is a PSA for civil infrastructure engineering services.			
MAINTENANCE COST IMPACT / FUNDING:	Not Applicable, this is a PSA for civil infrastructure engineering services.			
LIFE EXPECTANCY OF ASSET:	Not Applicable, this is a PSA for civil infrastructure engineering services.			
PTP FUNDING:	No			

GOB No
FUNDING:

ARRA No
FUNDING:

CAPITAL
BUDGET
PROJECTS:

CAPITAL BUDGET PROJECT # -	<u>AWARD</u>
DESCRIPTION	<u>ESTIMATE</u>
645430- INFRASTRUCTURE IMPROVEMENTS - PORT WIDE Book Page:181 Funding Year: Adopted Budget and Multi-Year Capital Plan FY 2020-21, FY 2020-21 Funds (Future Financing)	\$660,000.00
645430- INFRASTRUCTURE IMPROVEMENTS - PORT WIDE Book Page:181 Funding Year: Adopted Budget and Multi-Year Capital Plan FY 2020-21, FY 2021-22 Funds (Future Financing)	\$660,000.00
645430- INFRASTRUCTURE IMPROVEMENTS - PORT WIDE Book Page: 181 Funding Year: Adopted Budget and Multi-Year Capital Plan FY 2020-21, FY 2022-23 Funds (Future Financing)	\$660,000.00
645430- INFRASTRUCTURE IMPROVEMENTS - PORT WIDE Book Page: 181 Funding Year: Adopted Budget and Multi-Year Capital Plan FY 2020-21, FY 2023-24 Funds (Future Financing)	\$660,000.00
645430- INFRASTRUCTURE IMPROVEMENTS - PORT WIDE Book Page: 181 Funding Year: Adopted Budget and Multi-Year Capital Plan FY 2020-21, FY 2024-25 Funds (Future Financing)	<u>\$660,000.00</u>

CAPITAL BUDGET PROJECTS TOTAL: \$3,300,000.00

PROJECT
TECHNICAL
CERTIFICATION
REQUIREMENTS:

<u>TYPE</u>	<u>CODE</u>	<u>DESCRIPTION</u>
Prime	5.10	PORT AND WATERWAY SYSTEMS - TRANSPORTATION SYSTEMS DESIGN
Prime	6.01	WATER AND SANITARY SEWER SYSTEMS - WATER DISTRIBUTION AND SANITARY SEWAGE COLLECTION AND TRANSMISSION SYSTEMS
Prime	16.00	GENERAL CIVIL ENGINEERING
Other	5.09	PORT AND WATERWAY SYSTEMS - ENVIRONMENTAL DESIGN

Other	8.00	TELECOMMUNICATION SYSTEMS
Other	9.01	SOILS, FOUNDATIONS AND MATERIALS TESTING - DRILLING, SUBSURFACE INVESTIGATIONS AND SEISMOGRAPHIC SERVICES
Other	9.02	SOILS, FOUNDATIONS AND MATERIALS TESTING - GEOTECHNICAL AND MATERIALS ENGINEERING SERVICES
Other	10.01	ENVIRONMENTAL ENGINEERING - STORMWATER DRAINAGE DESIGN ENGINEERING SERVICES
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	17.00	ENGINEERING CONSTRUCTION MANAGEMENT

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 where applicable.

NTPC'S DOWNLOADED: 167

PROPOSALS RECEIVED: 7

TOTAL CONTRACT PERIOD: 1825 Days. Excludes Warranty Administration Period.

CONTINGENCY PERIOD: 182 Days. Based on the five-year term of the contract.

IG FEE INCLUDED IN BASE CONTRACT: Yes

ART IN PUBLIC PLACES: No

BASE ESTIMATE: \$3,000,000.00

BASE \$3,000,000.00

**CONTRACT
AMOUNT:**

CONTINGENCY ALLOWANCE (SECTION 2-8.1 MIAMI DADE COUNTY CODE):	TYPE	PERCENT	AMOUNT	COMMENT
	PSA	10%	\$300,000.00	

TOTAL \$0.00
**DEDICATED
ALLOWANCE:**

TOTAL \$3,300,000.00
AMOUNT:

DELEGATED AUTHORITY

The authority of the County Mayor or County Mayor's designee to execute and implement this contract is consistent with those authorities granted under the Code of Miami-Dade County. Additional delegation of authorities requested for this contract are as follows:

- Authority to exercise the time extension and allowance account options limited to ten percent of the contract term and amount;
- Authority to exercise the cancellation provisions in the contract;
- Section IX of the PSA stipulates that any and all disputes shall be decided by the Director of PortMiami; and
- Authority to exercise all other provisions and County rights contained in the contract.

TRACK RECORD/MONITOR

**SBD HISTORY OF
VIOLATIONS:**

Yes. WSP USA Inc. has an open violation in the amount of \$55,484 for failure to meet the established 25% SBE-A/E goal on a contract with the Department of Transportation and Public Works (See Attachment A – SBD Notice of Violation). WSP USA Inc. submitted a makeup plan to Small Business Development (SBD), which was approved on April 30, 2020 (See Attachment B – SBD Approval of Makeup Plan). The monetary penalty of \$5,548.40 was satisfied on March 17, 2020, in accordance with Section 2-10.4 of the Code of Miami-Dade County.

EXPLANATION:

A Notice to Professional Consultants (NTPC) was advertised on April 26, 2019. Seven (7) proposals were submitted on May 31, 2019, in response to the NTPC. All seven 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 August 8, 2019, to evaluate the

proposals received. The firms were evaluated in accordance with Section 2-10.4 of the Miami-Dade County Code, Implementing Order 3-34, and Administrative Order 3-39. Local Preference was applied to the First-Tier Evaluation; however, had no effect on the ranking, because all seven firms were local. Therefore, the final ranking was based on the total ordinal scores. The final ordinal rankings for the seven firms were as follows: Firm No. 1, EAC Consulting, Inc. received five points; Firm No. 2, WSP USA Inc. received nine points; Firm No. 3, T.Y. Lin International received twelve points; Firm No. 4, HDR Engineering, Inc. received thirteen points; Firm No. 5, BCC Engineering, Inc. received fifteen points; Firm No. 6, Kimley-Horn and Associates, Inc. received fifteen points; and Firm No. 7, Jacobs Engineering Group Inc. received seventeen points.

On October 3, 2019, the CSC reconvened as the Dollars Awarded and Paid Report provided at the First Tier Meeting on August 8, 2019 was inaccurate. A corrected Dollars Awarded and Paid Report was provided, and the CSC was given the opportunity to re-evaluate the proposals solely for Criterion 4A: Amount of Work Awarded and Paid by the County. Upon evaluation, the final ordinal rankings for the seven firms were as follows: Firm No. 1, WSP USA Inc. received nine points; Firm No. 2, EAC Consulting, Inc. received ten points; Firm No. 3, T.Y. Lin International received twelve points; Firm No. 4, HDR Engineering, Inc. received twelve points; Firm No. 5, Kimley-Horn and Associates, Inc. received thirteen points; Firm No. 6, Jacobs Engineering Group Inc. received fourteen points; and Firm No. 7, BCC Engineering, Inc. received fifteen points.

Based on the CSC's professional expertise, the information provided in the proposals was deemed sufficient to determine the qualifications of the teams. As a result of said determination, the CSC unanimously decided to forego Second Tier proceedings. Based on the above results, the CSC recommended that negotiations be conducted with WSP USA Inc. and EAC Consulting, Inc. The County Mayor's Designee, the Director of the Internal Services Department (ISD), concurred with the CSC and on December 19, 2019, the first and only negotiation meeting was held. After the first and only negotiation meeting, the Negotiation Committee arrived at a schedule of rates that was fair and reasonable to provide civil infrastructure engineering services.

Pursuant to Resolution R-187-12, and in accordance with ISD's Procurement Guidelines, PortMiami staff exercised due diligence to determine Consultant responsibility for WSP USA Inc. The lists that were referenced included, but were not limited to: convicted vendors, debarred vendors, delinquent contractors, suspended vendors, federal excluded parties and SBD Violations report. WSP USA Inc. had an open violation in the amount of \$55,484 for failure to meet the established 25% SBE-A/E goal on a contract with the Department of Transportation

and Public Works (See Attachment A – SBD Notice of Violation). WSP USA Inc. submitted a makeup plan to SBD, which was approved on April 30, 2020 (See Attachment B – SBD Approval of Makeup Plan). The monetary penalty was satisfied on March 17, 2020, in accordance with Section 2-10.4 of the Code of Miami-Dade County.

In addition, PortMiami staff compiled information regarding WSP USA Inc.'s prior experience with the County. There are 69 evaluations on record for WSP USA Inc. in the Capital Improvements Information System, with an average rating of 3.7 out of a possible 4.0 points.

Based on the above, it is recommended that this Agreement be awarded in the not to exceed amount of \$3,300,000.00, to WSP USA Inc.

SUBMITTAL DATE:	May 31, 2019
ESTIMATED NOTICE TO PROCEED:	May 2021
PRIME CONSULTANT:	WSP USA Inc.
COMPANY PRINCIPAL:	Ronald Colas, PE
COMPANY QUALIFIERS:	Ronald Colas, PE
COMPANY EMAIL ADDRESS:	Ronald.Colas@wsp.com
COMPANY STREET ADDRESS:	7650 Corporate Center Drive, Suite 300
COMPANY CITY-STATE-ZIP:	Miami, FL 33126
YEARS IN BUSINESS:	47
PREVIOUS EXPERIENCE WITH COUNTY IN THE LAST THREE YEARS:	According to the Firm History Report, as provided by the Division of Small Business Development, WSP USA Inc. has held thirteen contracts, with a total value of \$48,209,921.60, including a change order approved by the Board of County Commissioners in February 2019, in the amount of \$10,780,000.00 for a Department of Transportation and Public Works contract originally awarded in March 2017.
SUBCONSULTANTS:	CDM Smith, Inc. A&P Consulting Transportation Engineers Corp. Civil Works, Inc., SBE-A&E Firm and SBE-G&S Firm Terracon Consultants, Inc. Manuel G. Vera and Associates, Inc.

Espirito Santo Graphics, Inc., SBE G&S Firm

**MINIMUM
QUALIFICATIONS
EXCEED LEGAL
REQUIREMENTS:**

Yes The Prime Consultant is preferred to demonstrate experience in five (5) projects performed over the past ten (10) years of similar work as described above. The expertise must be met by a qualified individual(s) of the prime firm. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination for the individual’s qualifications and compliance with the experience and qualifications shall be at the sole discretion of the County.

In addition, the prime consultant and/or subconsultants selected under this solicitation are not eligible to render services under any design-build contracts for which design criteria specifications are developed for PortMiami under the Agreement for ISD Project No. E18-SEA-04.

Prime and sub-consultants selected for PSAs under ISD Project No. E15-SEA-02, Program Management Consultant Services, ISD Project No. E14-SEA-01R, Management Financial Consulting and Bond Engineering Services and ISD Project No. E18-SEA-06, Management Financial Consulting and Bond Engineering Services, are not eligible to render services under PSA for ISD Project No. E18-SEA-04.

**REVIEW
COMMITTEE:**

**MEETING
DATE:**

12/12/2018

**SIGNOFF
DATE:**

01/07/2019

**APPLICABLE WAGES:
(RESOLUTION NO. R-54-10)**

No

**REVIEW COMMITTEE
ASSIGNED CONTRACT
MEASURES:**

<u>TYPE</u>	<u>GOAL</u>	<u>ESTIMATED VALUE</u>	<u>COMMENT</u>
SBE-G&S	0.50%	\$16,500.00	
SBE-A&E	18.00%	\$594,000.00	

**MANDATORY CLEARING
HOUSE:**

N/A

**CONTRACT MANAGER
NAME / PHONE / EMAIL:**

Gyselle Pino, MBA, CPPB 305 347-4833 gmf@miamidade.gov

**PROJECT MANAGER
NAME / PHONE / EMAIL:**

Elizabeth Ogden, R.A. 305 347-5521 eogden@miamidade.gov

**BUDGET
APPROVAL
FUNDS
AVAILABLE:
APPROVED AS
TO LEGAL
SUFFICIENCY:**

David Clodfelter
OMB DIRECTOR 3/12/2021
DATE

[Signature]
COUNTY ATTORNEY 3/9/21
DATE

**COUNTY MAYOR OR
DESIGNEE** **DATE**

CLERK
DATE **DATE**

[Signature]

Jimmy Morales
Chief Operations Officer



miamidade.gov

Internal Services Department
Small Business Development
111 NW 1 Street, 19th Floor
Miami, Florida 33128
T 305-375-3111, F 305-375-3160

February 14, 2020

Via E-mail and US Mail
colasrm@pbworld.com

Mr. Ronald Colas, PE, SI, Vice President – Senior Area Manager
WSP USA, Inc.
7650 Corporate Center Dr., Suite 300
Miami, FL 33126

NOTICE OF VIOLATION

Re: Project No. E13-MDT-01, Miami Dade Transit's Fiscal Year 2015-2024 Transit Development Plan

Dear Mr. Colas:

Small Business Development (SBD) is responsible for monitoring awarded Architectural & Engineering contracts for compliance with the Small Business Enterprise – Architectural & Engineering (SBE-A/E) Program, §2-10.4.01, Code of Miami-Dade County, hereinafter referred to as the "Code". Pursuant to the Code:

- A prime consultant cannot reduce the scope of work of an SBE-A/E sub-consultant without approval from SBD.
- Subconsultant goal means a proportion of a prime agreement value stated as a percentage to be sub consulted to Tier 1 and Tier 2 CBE-A/Es to perform a commercially useful function.
- Should a consultant fail to achieve the established SBE-A/E measure on a contract, their eligibility to receive any future County contracts will be conditioned upon the bidder making up the deficit by having a SBE-A/E firm perform equal to double the value of the SBE-A/E deficiency on the prior contract.
- SBE-A/E deficiencies are subject to monetary penalties of 20% for the first deficit, 40% for the second deficit, and 60% for the third. A fourth violation and finding of noncompliance, shall constitute a default of the subject contract and shall be cause for suspension or termination in accordance with the contract's terms and debarment in accordance with the debarment procedures of the County.

Project No. E13-MDT-01 was awarded to WSP USA, Inc., (WSP) formerly known as Parsons Brinckerhoff, Inc. with a 25% SBE-A/E goal. At time of proposal WSP submitted LOAs for CTS Engineering, Inc. (CTS) to meet 8% of the goal through the performance of Urban Area and Regional Transportation Planning and Mass and Rapid Transit Planning, and Florida Transportation Engineering, Inc. (Florida Transportation) to meet 17% of the goal through the performance of Urban Area and Regional Transportation Planning and Mass and Rapid Transit Planning. The project was awarded for \$749,980 and **payments to date equal \$749,980 requiring \$187,495 (\$749,980 x 25%)** in SBE-A/E participation to meet the 25% goal. To date, the SBE-A/E firms have performed and have been paid **\$159,753** resulting in an SBE-participation deficit of **\$27,742 (\$187,495 - \$159,753)**.

On March 28, 2019, SBD informed WSP that the SBE participation was low and requested a plan of action from WSP indicating how it would meet the goal. In reply, WSP responded that its contract only required it make a good faith effort to meet the goal and that it had done so by assigning 21.35% of the authorized work to the SBEs.

On August 6, 2019, after a final compliance review was conducted a Notice of Intent to Violate (NOIV) was issued to WSP, attached and hereto made part of this violation, because the 25% SBE-A/E goal was not met resulting in an SBE-A/E participation deficit. In reply, WSP reminded SBD that it had made a good faith effort to meet the goal as required by its contract.

The SBE-A/E Program requires prime consultants to meet established goals and does not have a mechanism to accept a good faith effort which is considered on contracts with Federal Disadvantaged Business Enterprise measures. Because your contract included language about a good faith effort, SBD asked the awarding departments if there had been a sufficient amount of Urban Area and Regional Transportation Planning and Mass and Rapid Transit Planning work available on the project for the SBE-A/E firms to have performed for compliance with the goal. If there had not been enough work for the SBE-A/Es to perform to meet the goal, WSP would be excused from the remaining balance.

At SBD's request, the Department of Transportation and Public Works (DTPW) reviewed the available Transportation Development and Planning (TDP) scopes and determined that the tasks associated with the work orders were feasible for the SBEs to have performed work to meet the goal. As such, **since there was sufficient work available for the goal to be met, WSP did not make a good faith effort to meet the goal and is in violation of the SBE-A/E Code for not meeting the established 25% SBE-A/E goal which will require a make-up of double the deficit equal to \$55,484 (\$27,742 x 2) on a future County contract. In accordance with the Code, a 20% penalty of \$5,548.40 (\$27,742 x 20%) also applies.**

If WSP agrees with the violation, please notify SBE within 30 days of the date of this letter and the violation will be recorded on WSP's record. For compliance with the penalty, please submit a check payable to Miami-Dade County equal to \$5,548.40. Failure of WSP to pay the penalty shall result in your firm being deemed ineligible for proposing on County Contracts until the penalty is paid, not to exceed three (3) years.

In the event WSP disagrees with this violation, it has the right to appeal this decision within 30 days of the date of this notice to the Director of SBD. Firms requesting an administrative hearing must submit a request in writing along with a \$250.00 non-refundable filing fee. Please note, the prevailing party shall not incur any additional expenses, fees or penalties. The unsuccessful appellant shall be responsible for all additional fees, costs and penalties associated with the appeal. The appeal will be heard by an Administrative Hearing Officer, who will transmit his/her finding of facts, conclusions and recommendation to the Mayor or his/her designee. The Mayor or his/her designee may sustain, reverse or modify the hearing officer's recommendations and render a final decision, in writing. The determination of the Mayor may be reviewed by an appropriate court in the manner provided in the Florida Rules of Appellate Procedure. Failure to appeal within the due date specified shall constitute a waiver of the right to such appeal hearing, and such waiver shall constitute an admission of the complaint/violation.



Internal Services Department
Small Business Development
 111 NW 1 Street, 19th Floor
 Miami, Florida 33128
 T 305-375-3111 F 305-375-3160

April 30, 2020

Mr. Ronald Colas, PE, SI, Vice President – Senior Area Manager
 WSP USA, Inc.
 7650 Corporate Center Dr., Suite 300
 Miami, FL 33126

Sent Via E-Mail
Ronald.Colas@wsp.com

Re: Contract No. OSP095-DTPW18-PL1, PSA 2020-2029 Transit Dev/Major Update

Dear Mr. Colas:

Small Business Development (SBD) is responsible for monitoring awarded contracts for compliance with the Small Business Enterprise – Architectural & Engineering (SBE-A/E) Program, §2-10.4.01 of the Code of Miami-Dade County, hereinafter referred to as the Code. Pursuant to the Code:

- Deviations from approved Utilization Plans (UP), formerly Letters of Agreement (LOA), require approval from SBD.
- The UP/LOA is a commitment by the respondent that, if awarded the agreement, it will enter into written subconsultant agreements with the identified SBE(s) for the scope of work at the percentage set forth in the LOA.
- Failure to enter into a written agreement with an SBE after listing them on a LOA is a violation of the Code.
- In the event that a prime fails to achieve the SBE-A/E measure after contract completion, the firm's eligibility to receive any future county contract will be conditioned upon them making up the deficit in SBE-A/E participation in such future contracts by having SBE-A/E firm(s) perform equal to double the dollar value of the deficiency in the SBE-A/E measure of the prior contract. A monetary penalty equal to a percentage of the deficit may also apply.
- Any proposer subject to an approved Make-up Plan that fails to comply with any of the material terms of that Make-up Plan, without good cause, shall be subject to an automatic suspension from proposing and/or otherwise participating on County contracts as a prime or subconsultant for a six (6) month period.

Project No. OSP095-DTPW18-PL1, PSA 2020-2029 Transit Dev/Major Update was awarded to WSP USA, Inc. with a 25% SBE-A/E sub-consultant measure. WSP submitted LOA's for the following firms: CTS Engineering, Inc. (CTS) to perform 15.3% under the technical categories 1.01 and 1.02, Urban Area and Regional Transportation Planning and Mass & Rapid Transit Planning and Plus Urbia, LLC (Plus Urbia) to perform 9.7% under the technical category of 21.00, Land Use Planning.

On April 23, 2020, WSP submitted a request to increase CTS's participation from 15.3% to 25%, and remove Plus Urbia, because Land Use Planning work is not available on the contract. WSP also requested to add Goal Associates, Inc. to perform under technical category, 1.01, Urban Area and Regional Transportation Planning for \$55,900 in

Delivering Excellence Every Day

Mr. Ronald Colas
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satisfaction of a \$55,484 makeup requirement for a deficit incurred on contract E13-MDT-01. Based on a review of the project file and input from the contracting department, the request **to increase CTS's participation, remove Plus Urbia and add Goal Associates for the make-up requirement as specified above is hereby approved.** Should you have any questions, please contact Alice Hidalgo-Gato, SBD Section Chief, at (786) 322-8547.

Sincerely,



Gary T. Hartfield, Director
Small Business Development Division

c: Elia Nuñez P.E., Assistant Director, DTPW
Leticia Smith, Chief Contract Services, DTPW
Jie Bian, Planning & System Development, DTPW
Armando Villanueva, Engineering and Cost Scheduling Specialist, DTPW
Franchesca Taylor, Planner 2, DTPW
Alice Hidalgo-Gato, SBD Section Chief, ISD
Elena Gamez, Office@plusurbia.com
Lawanda Wright-Robinson, SBD Section Chief, ISD
Deviation File



MEMORANDUM

(Revised)

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

DATE: May 4, 2021

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(J)(3)

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(J)(3)
5-4-21

RESOLUTION NO. _____ R-426-21

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT BETWEEN MIAMI-DADE COUNTY AND WSP USA INC. FOR CIVIL INFRASTRUCTURE ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$3,300,000.00, INCLUSIVE OF A CONTINGENCY ALLOWANCE OF \$300,000.00; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME, TO EXERCISE ANY CANCELLATION AND OTHER PROVISIONS CONTAINED THEREIN, AND TO APPROVE THE CONTINGENCY TIME EXTENSION AND CONTINGENCY EXPENDITURE LIMITED TO 10 PERCENT OF THE BASE CONTRACT AMOUNT

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:

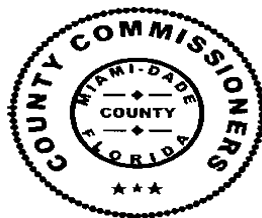
Section 1. Approves the execution of a Professional Services Agreement between Miami-Dade County and WSP USA Inc. for civil infrastructure engineering services in an amount not to exceed \$3,300,000.00, inclusive of the contingency allowance of \$300,000.00, in substantially the form attached hereto and made part hereof.

Section 2. Authorizes the County Mayor or County Mayor's designee to execute the Professional Services Agreement, in substantially the form attached hereto, after review and approval by the County Attorney's Office; and to exercise any cancellation and other provisions contained therein; and to approve the contingency time extension and contingency account expenditure limited to 10 percent of the base contract amount.

The foregoing resolution was offered by Commissioner **Sally A. Heyman** ,
 who moved its adoption. The motion was seconded by Commissioner **Rebeca Sosa**
 and upon being put to a vote, the vote was as follows:

Jose "Pepe" Diaz, Chairman	aye		
Oliver G. Gilbert, III, Vice-Chairman	aye		
Sen. René García	aye	Keon Hardemon	absent
Sally A. Heyman	aye	Danielle Cohen Higgins	aye
Eileen Higgins	aye	Joe A. Martinez	aye
Kionne L. McGhee	aye	Jean Monestime	aye
Raquel A. Regalado	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 4th day of May, 2021. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



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

HARVEY RUVIN, CLERK

By: **Melissa Adames**
 Deputy Clerk

Approved by County Attorney as
 to form and legal sufficiency.

MAG

Miguel A. Gonzalez

PORTMIAMI
NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT
CIVIL INFRASTRUCTURE ENGINEERING SERVICES

CONTRACT NO. E18-SEA-04

MARCH 2021



Daniella Levine Cava, Mayor

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**Miami-Dade County provides equal access and equal opportunity
In employment and services and does not discriminate on the basis of handicap.**

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PORTMIAMI
NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT
CIVIL INFRASTRUCTURE ENGINEERING SERVICES
CONTRACT NO. E18-SEA-04

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ATTACHMENTS

ATTACHMENT A – WSP USA, INC.’S SCHEDULE OF RATES

NON-EXCLUSIVE PROFESSIONAL SERVICE AGREEMENT

THIS NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT (the “Agreement”) is made and entered into this ____ day of _____, 2021 by and between Miami-Dade County, a political subdivision of the State of Florida, hereinafter referred to as the “COUNTY”, and WSP USA, INC., a FLORIDA corporation authorized to do business in the State of FLORIDA with offices in MIAMI, Florida, hereinafter referred to as the “CONSULTANT”.

W I T N E S S E T H :

For and in consideration of the mutual agreements hereinafter contained, the COUNTY hereby retains the CONSULTANT and the CONSULTANT hereby covenants to provide the professional services prescribed herein in connection with the Civil Infrastructure Engineering Services, Contract No. E18-SEA-04 / Project No. 2018-046, as more specifically described in SECTION II–PROFESSIONAL SERVICES of this Agreement for the Dante B. Fascell Port of Miami-Dade, hereinafter referred to as the “PROJECT”.

SECTION I – COUNTY OBLIGATIONS

The COUNTY agrees that the Miami-Dade County Seaport Department, hereinafter referred to as the “Department”, shall furnish to the CONSULTANT any plans and other data available in the COUNTY files pertaining to the work to be performed under this Agreement. Information shown on such plans or data shall be that which has been made available to the COUNTY, and shall be provided to the CONSULTANT without guarantee regarding its reliability and accuracy. The CONSULTANT shall be responsible for independently verifying such information if it shall be used by the CONSULTANT to accomplish the work undertaken pursuant to this Agreement.

The Director of the Miami-Dade County Seaport Department or his/her designee, hereinafter referred to as the “Director”, reserves the right to guarantee the accuracy of information provided by

the COUNTY to the CONSULTANT. When such guarantee is provided in writing, the CONSULTANT shall not be compensated for independent verification of said information.

The Director shall issue written authorization to proceed to the CONSULTANT for each section of the work to be performed hereunder. These authorizations are referred to as Work Orders. In case of emergency, the Director reserves the right to issue oral authorization to the CONSULTANT with the understanding that written confirmation shall follow immediately thereafter.

The CONSULTANT shall submit a proposal, in a form acceptable to the COUNTY, upon the Director'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 Director shall confer with the CONSULTANT before any Work Order is issued to discuss and agree upon the scope, time for completion, and fee for services to be rendered pursuant to this Agreement.

The Director reserves the right to assign the CONSULTANT's design work to another CONSULTANT, including but not limited to a CONSULTANT on a previous, successor or concurrent contract and further reserves the right to assign another CONSULTANT's design work to CONSULTANT. CONSULTANT shall not be responsible for the design work assigned to another CONSULTANT if the design work is not one hundred percent (100%) completed by the CONSULTANT and submitted as final documents by the CONSULTANT and accepted by the COUNTY.

Performance evaluations of the services rendered under this Agreement shall be performed by the Department and shall be utilized by the COUNTY as evaluation criteria for future solicitations.

SECTION II – PROFESSIONAL SERVICES

Upon receipt of authorization to proceed from the Director, the CONSULTANT agrees to perform professional services associated with the requested work in accordance with the negotiated terms of the applicable Work Order.

Said services may include, but not be limited to non-exclusive comprehensive engineering services for the infrastructure and operational needs of PortMiami, including engineering design and design criteria services for the repair and rehabilitation, removal and replacement, and new construction of PortMiami's ancillary civil (i.e. water, sewer, mechanical, electrical, telecommunications, etc.) infrastructure. The services include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications; other mechanical, electrical, plumbing subsystems and pipelines; landside site development; wharf access; intermodal areas; transportation infrastructure including roadways, parking facilities, railway ramps, aprons; and dynamic message signage in support of commercial cargo and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new construction civil infrastructure components for all or some of the following: cruise terminals; cargo yards; roadways; portwide infrastructure; security; stormwater and sewer systems; cranes and rail upgrades; cargo gate modifications; and all related infrastructure, building and structure work ancillary to the basic work scope. Work scope will be assigned equitably by PortMiami.

The scope of services will consist of the design phase services in support of the construction document development for the program of improvements. This may also include design; system implementation/ integration; and commissioning support to implement civil infrastructure improvements to final acceptance. The selected Consultants shall provide all services inclusive of: project meetings; field investigations and data collection support; document review; drawings; developing technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations; project schedules; design/system criteria; site and environmental assessments; surveys; conduct studies; civil engineering associated with sewer and

drainage systems; pump stations; structural and electrical and water distribution engineering; value engineering; construction documents; coordination with regulatory agencies during design permitting and construction activities; bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives; contamination assessments; remedial action plans; inspections; surface investigations and underground inspections; subsurface drilling and geotechnical investigations; materials sampling and testing; condition assessments; feasibility analysis; technical report presentations; permitting; construction inspection services, including, but not limited to: review of shop drawings, proposed substitutions and contractor's pay requests; change order analysis; responding to Requests for Information; claims assistance; and evaluation of existing equipment condition. In addition, the selected Consultants shall provide non-engineering services inclusive of: detailed construction cost estimating; general administration; and document reproduction (reimbursable). These professional services are required for multiple projects that will provide state of the art facilities to support port operations that are evolving as the industry advances.

At the request of PortMiami, the selected Consultant shall respond on short notice to unforeseen events, including but not limited to: berthing and cargo handling accidents; hurricane and other weather related events that would necessitate the urgent production of infrastructure damage assessment reports, including the development of emergency repair plans; specifications; cost estimates; and regulatory agency notification and coordination. All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements, PortMiami Design Guidelines; and United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS).

- A. In connection with professional services to be rendered pursuant to this Agreement, the CONSULTANT further agrees to provide complete engineering services to: Maintain an adequate staff of qualified personnel on the project at all times to complete the scope in

accordance with the terms 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 judgment, 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. The CONSULTANT shall submit a list of employees intended to be engaged in the work under this Agreement, including their classification and salary rates, as reported to the Internal Revenue Service (I.R.S.), as Attachment "A" to this agreement and made a part hereof.

- B. Comply with all federal, state and local laws, regulations, codes, ordinances, resolutions and administrative orders applicable to the work.
- C. Cooperate fully with the COUNTY in the scheduling and coordination of all phases of the work.
- D. Report the status of the work to the Director upon request and hold pertinent data, calculations, field notes, records, sketches, and other products open to the inspection of the Director at any time. The CONSULTANT shall reference all correspondence and work with the Work Order Number.
- E. Submit for COUNTY review, work schedules, cost estimates, design computations, drawings, 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 for COUNTY approval the final work products upon incorporation of any modifications requested by the COUNTY during any previous review. Drawings shall be in AutoCAD format in a version acceptable to the Department. Upon finalization of work the CONSULTANT shall submit hard copy reproducible as well as editable final product disks to the COUNTY.

- F. Confer with the COUNTY at any time during the further development and implementation of improvements for which the CONSULTANT has provided design or other services as to interpretation of plans and other documents, correction of errors and omissions and preparation of any necessary revisions thereof. The CONSULTANT shall not be compensated for the correction of CONSULTANT'S errors and omissions.
- G. Prior to final approval of work by the Director, the CONSULTANT shall complete a preliminary check of any documents submitted for compliance with all county, city, state, and federal agencies as required.
- 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 X – OWNERSHIP OF DOCUMENTS hereof such data or information is the property of the COUNTY.
- I. Consultant shall be responsible for its performance and that of Consultant's lower-tier subcontractors and vendors. However, Consultant shall not be responsible for health or safety programs or precautions related to County's activities or operations or those of County's other contractors and consultants or their respective subcontractors and vendors ("Contractors"). Consultant shall have no responsibility for (i) construction means, methods, techniques, sequences or procedures; (ii) for the direction of Contractors' personnel; (iii) selection of construction equipment; (iv) coordination of Contractors' work; (v) for placing into operation any plant or equipment; or (vi) for Contractors' failure to perform the work in accordance with any applicable construction contract.

- J. Consultant shall not be responsible for County's pre-existing site conditions or the aggravation of those preexisting site conditions to the extent not caused by the negligence or willful misconduct of Consultant. Consultant shall not be responsible for inspecting, observing, reporting or correcting health or safety conditions or deficiencies of County, Contractors or others at the project site ("Project Site") other than Consultant's employees, subconsultants and vendors. So as not to discourage Consultant from voluntarily addressing health or safety issues, in the event Consultant does identify such issues by making observations, reports, suggestions or otherwise, Consultant shall have no authority to direct the actions of others not under Consultant's responsibility and control and shall have no liability, responsibility, or affirmative duty arising on account of Consultant's actions or forbearance.
- K. Notwithstanding anything contained in this Agreement, Consultant shall have no responsibility for the discovery, presence, handling, removal, transportation, storage or disposal of, or exposure of persons to hazardous materials in any form.

SECTION III – TIME FOR COMPLETION

The services to be rendered by the CONSULTANT for each section of the work shall commence upon receipt of a written Work Order from the Director 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 on the part of the COUNTY in fulfilling its part of the Agreement or should a Force Majeure, as defined in Section IV hereof, render performance of the CONSULTANT's duties impossible. Such extensions of time shall not be cause for any claim by the CONSULTANT for extra compensation.

SECTION IV– FORCE MAJEURE

Force Majeure shall mean an act of God, epidemic, lightning, earthquake, fire, explosion, hurricane, flood or similar occurrence, strike, an act of a public enemy, or blockade, insurrection, riot,

general arrest or restraint of government and people, civil disturbance or similar occurrence, which has had or may reasonably be expected to have a material adverse effect on the rights and obligations under this Agreement, and which, by the exercise of due diligence, such parties shall not have been able to avoid. Such acts or events DO NOT INCLUDE inclement weather (except as noted above) or the acts or omissions of sub-consultants/subcontractors, third-party consultants/contractors, material men, suppliers, or their subcontractors, unless such acts or omissions are otherwise encompassed by the definition set forth above.

No party hereto shall be liable for its failure to carry out its obligations under the Agreement during a period when such party is rendered unable, in whole or in part, by Force Majeure to carry out such obligations, but the obligation of the party or parties relying on such Force Majeure shall be suspended only during the continuance of any inability so caused and for no longer period of said unexpected or uncontrollable event, and such cause shall, so far as possible, be remedied with all reasonable dispatch.

It is further agreed and stipulated that the right of any party hereto to excuse its failure to perform by reason of Force Majeure shall be conditioned upon such party giving, to the other party or parties, written notice of its assertion that a Force Majeure delay has commenced within ten (10) working days after such commencement, unless there exists good cause for failure to give such notice, in which event, failure to give such notice shall not prejudice any party's right to justify any non-performance as caused by Force Majeure unless the failure to give timely notice causes material prejudice to the other party or parties.

SECTION V – 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 Multiple of Direct Salary Cost and Fixed Hourly Rate

1. The fee for services rendered by the CONSULTANT's 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 negotiated multipliers of 2.85 for Office Personnel, 2.25 for Field Personnel and/or personnel on loan. Office Personnel shall mean personnel that are located in the home offices of the CONSULTANT and or Sub-consultant(s), when such home offices provide office space for the employees. Field Personnel/personnel on loan shall mean personnel that are performing duties in the field, outside of the home offices of the CONSULTANT and or Sub-consultant(s), and at County Offices a minimum of twenty four (24) hours per week (which shall mean that they are under the direct supervision of the COUNTY's Seaport Department and the Department provides office space, computers and communication equipment, excluding cellular phones), for more than thirty (30) consecutive days. Time worked by the CONSULTANT and/or Sub-consultant(s) for this entire period shall be at the Field/on loan personnel rate. This fee shall constitute full compensation to the CONSULTANT for costs incurred in the performance of the work such as overhead, fringe benefits, operating margin and all other costs not covered by reimbursable expenses.

Furthermore, the maximum raw hourly rates, per classification, for the Consultant and Sub-consultants are capped and set not to exceed as follows:

Senior Program Manager	\$85
Technical Expert/Specialist	\$85
Senior Project Manager / Registered Technical Staff	\$75
Project Manager/Non-Registered Technical Staff	\$55
Support Staff/Field Staff/CADD/Graphics Staff/Inspector	\$35
Administrative Staff	\$30

The COUNTY has the right to verify these multipliers through an audit.

2. The CONSULTANT and its Sub-consultants shall be compensated at the flat rate of **\$130** per hour for the time of principals engaged directly in the work. This rate shall not be subject to the negotiated multiplier and shall be applied to the time spent on requested work by the following principal(s).

WSP USA INC.
Ronald Colas, PE

CDM SMITH, INC.
Ignacio Lizama, PE

A&P CONSULTING TRANSPORTATION ENGINEERS CORP.
Antonio Acosta, PE
Carlos Gil-Mera, PE

CIVIL WORKS, INC.
Linda Belle, PE

TERRACON CONSULTANTS, INC.
Hugo Soto, PE

MANUEL G. VERA AND ASSOCIATES, INC.
Manuel Vera Jr., PSM

The COUNTY reserves the right to substitute principals in its sole discretion upon request by the CONSULTANT.

3. Overtime work considered necessary and previously authorized by the Director 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 manager/ registered technical staff who are subject to being paid overtime as defined herein (salaried employees), as defined by the Director. Overtime is defined as work in excess of forty (40) hours per week. Principals shall not receive additional compensation for performance of overtime work.
4. Labor rates shall be in accordance with the list of rates per classification supplied by the CONSULTANT and its sub-consultants, and made a part hereof as Attachment "A".

5. The CONSULTANT and its sub-consultants shall not invoice the COUNTY for charges for office, rent or overhead expenses of any kind, including but not limited to, insurance, local telephone (including cellular service) and utility charges, office/drafting supplies, depreciation of equipment, professional dues, subscriptions, computer software/hardware, reproduction of drawings and/or specifications, mailing, stenographic, clerical, nor shall it invoice for other employee time or travel and substance not directly related to the work. The multiple factor set forth above shall cover all such costs pertinent to the work.
6. All payments to Sub-consultant(s) employed hereunder shall be the sole responsibility of the CONSULTANT unless otherwise provided for herein or within a Work Order. The CONSULTANT shall not submit invoices, which include charges for services by Sub-consultant(s), unless such services have been performed satisfactorily and the charges are, in the opinion of the CONSULTANT, payable to such Sub-consultant(s). The CONSULTANT shall promptly make all payments to such Sub-consultant(s) following receipt by the CONSULTANT of corresponding payment from the COUNTY. Prior to any payments to Sub-consultant(s), the CONSULTANT shall, if requested by the Director, furnish to the COUNTY a copy of the agreement(s) providing for such payments. Compensation rate to Sub-consultant(s) authorized by the Director as services shall not exceed the CONSULTANT's rates above unless otherwise approved in advance by the Director.

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 by the Director and the CONSULTANT and stated in the written Work Order. Lump sum fees may or may not include reimbursable expenses.

C. Reimbursable Expenses

The CONSULTANT shall be compensated on a direct reimbursement basis for certain work related expenditures not covered by fees for consulting services, provided such expenditures are reasonable and previously authorized by the Director. Reimbursable expenses may include:

1. 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 purchased 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).
2. Expenses for travel (except commuting), transportation and subsistence by CONSULTANT's personnel in the furtherance of the work outside Miami-Dade County will be reimbursed according to the provisions of Florida Statutes Section 112.061 and Miami-Dade County Administrative Order 6-1, as presently written or hereafter amended. The CONSULTANT shall obtain prior authorization from the Director or his/her designee, for all travel expenses. Failure to obtain such prior authorization shall be grounds for nonpayment of travel expenses. To be compensated for travel within Miami-Dade County, the CONSULTANT shall maintain accurate mileage records, in ink, and submit them with their invoices.

D. Maximum Compensation

The maximum compensation for the services included shall be the NOT TO EXCEED amount of \$3,000,000.00 so long as the performance of additional services, as outlined in Section VI hereof, is not necessary and authorized by the Director. It is understood that any unspent portion of the contract ceiling is to remain with the COUNTY.

E. Compensation for Other Services

The COUNTY shall compensate other services or goods provided by the CONSULTANT and others working in conjunction with the CONSULTANT as stipulated by the following:

1. Land and Engineering Field Survey

In the event supplementary field survey work is required during design of the project and such work is authorized by the Director, the CONSULTANT shall be compensated for performance of said work in accordance with the provisions of Section V(A) hereof. The surveying rates shall not exceed the negotiated rates under the latest Miami-Dade County Public Works & Waste Management Department's Professional Services Agreement for General Land and Engineering Surveying Services.

Geotechnical Engineering

In the event supplementary geotechnical engineering work is required during design of the project and such work is authorized by the Director, the CONSULTANT shall be compensated for performance of said work in accordance with the provisions of Section V(A) hereof. The geotechnical engineering rates shall not exceed the negotiated rates under the latest Miami-Dade County Public Works & Waste Management Department's Professional Services Agreement for Soils, Foundations and Geotechnical Testing Services.

F. COUNTY Discretion to Negotiate

Notwithstanding and prevailing over any other provision of this section, the COUNTY reserves the right in its sole discretion, through the Seaport Director or his designee, to negotiate fees and rates with CONSULTANT, mutually acceptable to COUNTY and CONSULTANT, that are less than those set forth herein for particular projects, including but not limited to lower multiplier and hourly rates.

SECTION VI – ADDITIONAL SERVICES (ALLOWANCE ACCOUNT)

In the event that a contingency necessitates the performance of additional services by the CONSULTANT after the **\$3,000,000.00** maximum compensation limit of the Agreement has been encumbered, the Director shall have the right to authorize performance of additional services provided that compensation for such services does not exceed ten percent (10%) of the Agreement's maximum compensation limit or **\$300,000.00**. It is understood that any unspent portion of the allowance account is to remain with the COUNTY.

SECTION VII – METHODS OF PAYMENT

The COUNTY agrees to make monthly payments to the CONSULTANT, based on properly submitted invoices, for all authorized work performed during the previous calendar month or other mutually agreed invoicing period. The CONSULTANT agrees to submit invoices within thirty (30) days from the completion of the executed work and to provide with every invoice copies of any records necessary to substantiate payment requests to the COUNTY such as timesheets, detailing the task where the time has been spent, monthly progress reports and hours/cost expenditure reports, in a format acceptable to the COUNTY. Invoice received more than ninety (90) days from the completion of the executed work may be subject to \$5,000 audit fee and/or may be rejected by the Director. The COUNTY reserves the right to make exceptions. The CONSULTANT shall submit duly certified invoices in triplicate to the Director in a form acceptable to the Director. 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 timesheets and/or reimbursable expenses incurred to date in connection with authorized work, less previous payments.

Pursuant to Administrative Order (A.O.) 3-32 Community Business Enterprise (CBE) Program, Administrative Order (A.O.) 3-41 Small Business Enterprise (SBE) Program and/or A.O. 3-39 for the

Resolution Repealing County Administrative Orders 3-33, 3-14 and 3-28 and establishing Administrative Order 3-39 Standard Process for Construction of Capital Improvements, Acquisition of Professional Services, Construction Contracting, Change Orders and Reporting, the CONSULTANT is required to file utilization reports (URs) with the Miami-Dade County contracting department monthly, unless designated otherwise. 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.

Payments shall be made in accordance with the following methods, as identified in the work order:

A. Time and/or Material for Professional Fees and/or Reimbursable Expenses

The amounts due for professional services and/or reimbursable expenses shall be calculated in accordance with Subsections V-A and V-C hereof, respectively. 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 VIII – SCHEDULE OF WORK

The Director shall have the sole right to determine on which parts or phases of the work the CONSULTANT shall proceed and in what order. The Work Order(s) issued by the Director 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 part or phase of work.

SECTION IX – RIGHT OF DECISIONS AND DISPUTE RESOLUTION

All services shall be performed by the CONSULTANT in accordance with the degree of professional skill, quality and care ordinarily exercised by members of the same profession currently practicing in the same location under comparable circumstances and as expeditiously as is consistent with professional skill and orderly progress of the Work Order(s), and to the reasonable satisfaction of the Director. If questions, difficulties, or disputes of whatever nature may arise under or by reason of this Agreement, as a precondition to any lawsuit permitted hereunder, the Director shall make a decision as to the prosecution and fulfillment of the services hereunder, and the character, quality, amount and value thereof.

In the event the CONSULTANT and COUNTY are unable to resolve their differences concerning any determination made by staff or any dispute or claim arising under or relating to the Contract, either the CONSULTANT or COUNTY may initiate litigation in a court of competent jurisdiction. Venue shall be Miami-Dade County.

Pending final decision of a dispute hereunder, the CONSULTANT shall proceed diligently with the performance of the Contract.

SECTION X – OWNERSHIP OF DOCUMENTS

All deliverables 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 Consultant's proprietary information, including without limitation, work papers, drawings, specifications, processes, procedures, software, interim or draft documents, methodologies, know-how, software and other instruments of service belonging to or licensed by CONSULTANT and used to develop the work product 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 proper payment. 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 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. All drawings shall be AutoCAD format in a version acceptable to the Department, produced by computer in files maintained on disks. 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 Director. Nothing contained herein shall be deemed to exclude any document from Chapter 119 of the Florida Statutes.

SECTION XI – REUSE OF DOCUMENTS

The CONSULTANT may reuse data where appropriate 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 Director shall not accept any reused data containing an excess of irrelevant material, which has no connection with the applicable portion of the work. The COUNTY shall not re-use design documents on other projects not contemplated under this Agreement. Any such re-use shall be at the COUNTY's sole risk without legal liability to the CONSULTANT.

SECTION XII – NOTICES

Any notices, reports or other written communications from the CONSULTANT shall be considered delivered when posted by certified mail, electronic media or delivered in person to the Director. 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.

SECTION XIII – ABANDONMENT

In the event the COUNTY causes abandonment, cancellation, or suspension of the projects or parts thereof, the CONSULTANT shall be compensated for all services rendered consistent with the terms of this Agreement up to the time the CONSULTANT receives written notification of such abandonment, cancellation or suspension. This compensation shall be determined on the basis of the percentage of the total services which have been performed at the time the CONSULTANT receives such notice. 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 such sums are due.

SECTION XIV – AUDIT RIGHTS

The COUNTY reserves the right to audit the records of the CONSULTANT related to this Agreement at any time during the prosecution of the work included herein and for a period of three (3) years after final payment is made. The CONSULTANT agrees to provide copies of any records necessary to substantiate payment requests to the COUNTY, including but not limited to audited financial statements, balance sheets and other financial records. In the event an audit undertaken pursuant to this section reveals improper, inadvertent, or mistaken payments to the CONSULTANT, the CONSULTANT shall remit such payments to the COUNTY. The COUNTY shall retain all legal and equitable rights with respect to recovery of payments.

SECTION XV – SUBCONTRACTING AND ASSIGNMENT

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 Director. When applicable

and upon receipt of such consent in writing, the CONSULTANT shall cause the names of firms responsible for portions of each specialty of the work to be inserted in the pertinent documents or data. No assignment or transfer of work will be allowed. Nothing contained in this Agreement shall create any contractual relationship between the COUNTY and the Sub-consultant(s).

As applicable, the CONSULTANT agrees to comply with the Miami-Dade COUNTY Ordinance 01-103 and Administrative Order 3-32 regarding the Community Business Enterprise (CBE) program. The COUNTY has established a participation goal of **eighteen and a half percent (18.5%)** based on the total amount of compensation authorized under this Agreement.

In addition, and as applicable, the CONSULTANT agrees to comply with Miami-Dade County Code, Section 2-8.1.1.1.1 - Small Business Enterprise Services Program and Administrative Order 3-41 regarding the Small Business Enterprise (SBE) program.

A. Sub-consultant(s)

The compensation for services rendered by the Sub-consultant(s) shall be in accordance with this Section and Section V - COMPENSATION. The Sub-consultant(s) authorized to perform professional services associated with this Agreement are:

CDM SMITH, INC.

A&P CONSULTING TRANSPORTATION ENGINEERS CORP.

CIVIL WORKS, INC.

TERRACON CONSULTANTS, INC.

MANUEL G. VERA AND ASSOCIATES, INC.

In no case the maximum rate of compensation, per classification, including multiples of direct salary for services rendered by the Sub-consultant(s) personnel, principals excluded, shall exceed the rate stipulated, per classification, in Section V of this agreement.

All services provided by the Sub-consultant(s) shall be pursuant to appropriate agreements between the CONSULTANT and the Sub-consultant(s) which shall contain

provisions that preserve and protect the rights of the COUNTY under this Agreement, and indemnify and hold harmless the COUNTY.

Sub-consultant(s) other than those listed above may not be utilized on the work unless their utilization has been approved in advance by the COUNTY in writing. The COUNTY reserves the right at any time to withdraw the approval of a Sub-consultant, if it decides that the services performed by the Sub-consultant, are not acceptable to the COUNTY.

The CONSULTANT shall not change any Sub-consultant without prior approval of the COUNTY in response to a written request from the CONSULTANT stating the reasons for any proposed substitution.

SECTION XVI - CERTIFICATION

The CONSULTANT certifies that no companies or persons, other than bonafide employees working solely for the CONSULTANT or the CONSULTANT's COUNTY approved Sub-consultant(s), 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 full-time or part-time employees, has or shall be retained or employed in any capacity, by the CONSULTANT or the CONSULTANT's COUNTY approved Sub-consultant(s), to accomplish the work contemplated under the terms of this Agreement. For breach or violation of this Certification, the Director shall have the right to annul this Agreement without liability.

SECTION XVII – TERMINATION OF AGREEMENT

It is expressly understood and agreed that the Director may terminate this Agreement, in total or in part, without cause or penalty, by thirty (30) days prior written notification in writing from the Director or by declining to issue Work Orders, as provided in Section VIII; in which event the

COUNTY's sole obligation to the CONSULTANT shall be payment, in accordance with Section V – Compensation, for those units or sections of work previously authorized. Such payment shall be determined on the basis of the hours or percentage of undisputed work performed by the CONSULTANT, 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 XVIII – DURATION OF AGREEMENT

This Agreement shall remain in full force and effect for a period of **five (5)** years effective term after its date of execution and upon issuance of Notice to Proceed to its first work order provided that the maximum compensation set forth in Section V(D) is not reached by the completion of the effective term (although actual completion of the services hereunder may extend beyond such term) or until depletion of the funds allocated to pay for the cost of said services, whichever occurs first, unless the contract is terminated by mutual consent of the parties hereto or as provided in Section XIII, Section XVI, Section XVII, Section XIX, Section XXIII, and Section XXV hereof. The performance of specifically and properly authorized services which may extend beyond the Agreement's effective term shall be compensated in accordance to Section V hereof.

This Contract 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 Sections III and IV, that affects the critical path schedule of the Contract or any previously approved changes; written documentation that supports the justification of a time extension, review and concurrence by the department A/E, 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 XIX – DEFAULT

In the event the CONSULTANT fails to materially comply with the provisions of this Agreement, the Director may declare the CONSULTANT in default by thirty (30) days prior written notification. In such event, the CONSULTANT shall only be compensated for any professional services completed 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 not be compensated for professional services, which have been performed but not completed by the time the Director declares a default. In the event the COUNTY prevails in litigation to enforce the provisions of the Agreement, the COUNTY shall be compensated by the CONSULTANT for reasonable attorney's fees and court costs.

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 XX – INDEMNIFICATION AND INSURANCE

Consultant, in accordance with Section 725.08, Florida Statutes, 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, 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.

CONSULTANT AND OWNER AGREE THAT PURSUANT TO FLORIDA STATE STATUTE CHAPTER 558.0035, NO INDIVIDUAL EMPLOYEE OR AGENT OF CONSULTANT WILL BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE ARISING OUT OF OR RELATED TO THIS AGREEMENT AND THE SERVICES PROVIDED FOR ANY DESIGN SERVICES.

Consultant expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by Consultant shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

The Consultant agrees and recognizes that the Owner shall not be held liable or responsible for any claims, which may result from any negligent reckless, or intentionally wrongful actions, errors or omissions of the Consultant solely as a result of the Owner's passive review or concurrence (as provided in the following sentence) of the Consultant's actions. Such reviewing, approving or rejecting the submissions by the Consultant or other acts of the Consultant, the Owner in no way assumes or shares any responsibility or liability of the Consultant or Sub-consultants, the registered professionals (architects and/or Consultant s) under this agreement, unless the Owner otherwise controls or directs the Consultant, and the Consultant objects to the Owner's control or direction in writing and in advance of any implementation of the Owner's directives.

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 Miami-Dade County, c/o Miami-Dade Seaport Department, 1015 N. America Way, Second Floor, Miami, FL 33132 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 Contractor as required by Florida Statute 440 including coverage under the U.S. Longshoremen and Harbor Workers' Act (USLH) and Jones Act.
- B. Commercial General Liability Insurance on a comprehensive basis in an amount not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage. **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 used in connection with the work, in an amount of \$1,000,000 per occurrence/aggregate for bodily injury and property damage.
- D. Professional Liability Insurance in an amount of \$1,000,000 per claim.

The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the CONSULTANT.

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:

At the time of execution of this agreement, 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 1st STREET
SUITE 2340
MIAMI, FL 33128**

Compliance with the foregoing requirements shall not relieve the CONSULTANT of the liabilities and obligations under this Section or under any other portion of this Agreement. The CONSULTANT will not provide copies of its insurance policies, but if under necessary circumstances, the policies may be made available for review, in redacted form, on CONSULTANT'S premises with sufficient advance notice.

SECTION XXI – 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 \$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 5(a), the CONSULTANT hereby certifies and warrants that wage rates and other factual unit costs, as submitted in support of the compensation provided in Section V, 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 XXII – APPLICABLE LAWS

The CONSULTANT agrees 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, 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 include but are not limited to the following, all as they may be amended from time to time:

- A. Ordinance No. 72-82 (Conflict of Interest), as amended by Ordinances 00-01,00-46.
- B. The CONSULTANT shall comply with the requirements of MDC Code Sections 2-10.4.01 and 10-38, and Implementing Order No. 3-32; COMMUNITY BUSINESS ENTERPRISE (CBE-A/E) PROGRAM FOR THE PURCHASE OF ARCHITECTURAL, LANDSCAPE ARCHITECTURAL, ENGINEERING, OR SURVEYING AND MAPPING SERVICES.
- C. The CONSULTANT shall comply with the requirements of MDC Code Sections 2-8.1.1.1, and Implementing Order No. 3-41; SMALL BUSINESS ENTERPRISE (SBE) PROGRAM FOR THE PURCHASE OF GOODS AND SERVICES.
- D. The CONSULTANT shall comply with the requirements of MDC Code Section 2-1076 – Office of the Miami-Dade County Inspector General (IG).
- E. The CONSULTANT shall comply with the procedures contained in the FALSE CLAIMS Ordinance MDC Code Article XV Sections 21-255 through 21-266; prohibiting presentation, maintenance, or prosecution of false or fraudulent claims against Miami-Dade 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.

- F. 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 Supervisor of the Miami-Dade County Elections Department, P.O. Box 521550, Miami, FL 33152-1550:
- (1) A source of income statement;
 - (2) A current certified financial statement;
 - (3) A copy of the CONSULTANT'S Current Federal Income Tax Return.
- G. 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.
- H. Ordinance 07-65 (Sustainability Building Program) – IF APPLICABLE - The primary mechanism for determining compliance with the Sustainable Building Program shall be the U. S. Green Building Council's Leadership in Energy and Environmental Design (LEED) Rating System. All construction projects are required to meet the standards delineated in Ordinance 07-65. Compliance shall be determined by completing a formal certification process with the U.S. Green Building Council, or as otherwise directed by the County's Sustainability Manager.
1. New Construction (NC): All new construction projects shall be required to attain "Silver" or higher level rating under the LEED-NC Rating System.
 2. Major Renovations and Remodels: All major renovations and remodels shall attain "Certified" or higher level rating under the LEED-NC Rating System.
 3. Non-Major Renovations and Remodels: All non-major renovations and

remodels shall attain “Certified” or higher level rating under the appropriate LEED Rating System such as LEED-NC, LEED-Existing Building (EB) or LEED-Commercial Interior (CI).

4. Renovations, remodels, and other building upgrades not meeting the above criteria are encouraged to incorporate the maximum number of LEED approved green building practices as are feasible from a practical and fiscal perspective; however, LEED certification will not be required.
- I. Energy Efficient Building Tax Credit (IF APPLICABLE) – The Energy Policy Act (EP Act) of 2005 (Section 1331) as established IRS Section 179D, allows taxpayers to accelerate depreciation on the cost of qualified energy efficient commercial building property placed-in-service after December 31, 2005. This incentive was recently extended by the Emergency Economic Stabilization Act of 2008, to include improvements placed-in-service before January 1, 2014. The returns may be amended going back three tax years, so projects that come on line in 2007 or afterwards are eligible.

The Consultant is designated as the Designer/Construction Manager (“the Designer”) for the energy efficient improvements incorporated in the Energy Consumption Reduction Project (“the Project”) for:

1. The purposes of allocating accelerated depreciation benefits pursuant to Section 179D of the Internal Revenue Code of 1986, as amended (the “Code”).
2. If County and the Internal Revenue Service (IRS) determine that the Consultant is eligible and shall receive accelerated depreciation benefits as a “Designer” for the purposes of Section 179D of the Code or that the Consultant shall otherwise benefit financially from the monetization of the accelerated depreciation benefit, the Consultant hereby agrees to discount its contract price or provide a cash rebate

to County (the determination of rebate versus discount to be determined by County in its sole discretion) in an amount equal to the total financial benefit realized by the Consultant; at the time the financial benefit to the Consultant becomes ascertainable.

3. County reserves the right to retain a third party consultant (the “Consultant”) –to manage and administer the process of obtaining and monetizing the accelerated depreciation benefit derived from the Project and to designate the “Consultant” as the “Designer” of the energy efficient improvements for the purposes of Section 179D of the Code.
4. The County agrees to cooperate in all reasonable respects with the Consultant’s efforts to obtain and monetize any such benefits derived from the Project on behalf of County.

J. PUBLIC RECORDS AND CONTRACTS FOR SERVICES PERFORMED
ON BEHALF OF MIAMI-DADE COUNTY

The Contractor shall comply with the Public Records Laws of the State of Florida, including but not limited to,; (1) Keep and maintain public records required by the public agency to perform the service. (2) Upon request from the public agency’s custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law. (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.; and (4) Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the

contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency. 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 CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (305) 347-4827; SEAPORT- LUIS GONZALEZ; LUIS.GONZALEZ4@MIAMIDADE.GOV, 111 NW 1 MIAMI, FLORIDA 33132.

SECTION XXIII – OFFICE OF MIAMI-DADE COUNTY INSPECTOR GENERAL

According to Section 2-1076 of the Code of Miami-Dade County, Miami-Dade County has established the Office of the Inspector General (IG) which may, on a random basis, perform audits, inspections, and reviews of all County/Trust contracts. This random audit is separate and distinct from any other audit by the County. To pay for the functions of the Office of the Inspector General, any and all payments to be made to the Contractor/Consultant under this contract will be assessed one quarter

(1/4) of one percent (1%) of the total amount of the payment, to be deducted from each progress payment as the same becomes due unless, as stated in the Special Conditions, this Contract is federally or state funded where federal or state law or regulations preclude such a charge. **The Contractor/Consultant shall in stating its agreed process be mindful of this assessment, which will not be separately identified, calculated or adjusted in the proposal or bid form.** The audit cost shall also be included in all change orders/amendments and all contract renewals and extensions.

The Miami-Dade Office of Inspector General is authorized to investigate County affairs and empowered to review past, present and proposed County and Public Health Trust programs, accounts, records, contracts and transactions. In addition, the Inspector General has the power to subpoena witnesses, administer oaths, require the production of witnesses and monitor existing projects and programs. Monitoring of an existing project or program may include a report concerning whether the project is on time, within budget and in conformance with plans, specifications and applicable law. The Inspector General shall have the power to audit, investigate, monitor, oversee, inspect and review operations, activities, performance and procurement process including but not limited to project design, bid specifications, (bid/proposal) submittals, activities of the (Contractor/ Vendor/ Consultant), its officers, agents and employees, lobbyists, County and Public Health Trust staff and elected officials in order to ensure compliance with contract specifications and to detect fraud and corruption.

Upon ten (10) days written notice to the (Contractor/ Vendor/ Consultant) shall make all requested records and documents available to the Inspector General for inspection and copying. The Inspector General shall have the right to inspect and copy all documents and records in the (Contractor/Vendor/Consultant's) possession, custody or control which in the Inspector General's sole judgment, pertain to performance of the contract, including, but not limited to original estimate files, change order estimate files, worksheets, proposals and agreements from and with successful subcontractors and suppliers, all project-related correspondence, memoranda, instructions, financial documents, construction documents, (bid/proposal) and contract documents, back-change documents,

all documents and records which involve cash, trade or volume discounts, insurance proceeds, rebates, or dividends received, payroll and personnel records and supporting documentation for the aforesaid documents and records.

The (Contractor/ Vendor/ Consultant) shall make available at its office at all reasonable times the records, materials, and other evidence regarding the acquisition (bid preparation) and performance of this contract, for examination, audit, or reproduction, until three (3) years after final payment under this contract or for any longer period required by statute or by other clauses of this contract. In addition:

1. If this contract is completely or partially terminated, the (Contractor/ Vendor/ Consultant) shall make available records relating to the work terminated until three (3) years after any resulting final termination settlement; and
2. The (Contractor/ Vendor/ Consultant) shall make available records relating to appeals or to litigation or the settlement of claims arising under or relating to this contract until such appeals, litigation, or claims are finally resolved.

The provisions in this section shall apply to the (Contractor/Vendor/Consultant), its officers, agents, employees, subcontractors/subconsultants and suppliers. The (Contractor/Vendor/Consultant) shall incorporate the provisions in this section in all subcontracts and all other agreements executed by the (Contractor/Vendor/Consultant) in connection with the performance of this contract.

Nothing in this section shall impair any independent right to the County to conduct audits or investigative activities. The provisions of this section are neither intended nor shall they be construed to impose any liability on the County by the (Contractor/Vendor/Consultant) or third parties.

Exception: The above application of one quarter (1/4) of one percent (1%) fee assessment shall not apply to the following contracts: (a) IPSIG contracts; (b) contracts for legal services; (c) contracts for financial advisory services; (d) auditing contracts; (e) facility rentals and lease agreements; (f) concessions and other rental agreements; (g) insurance contracts; (h) revenue-generating contracts; (i)

contracts where an IPSIG is assigned at the time the contract is approved by the Trust; (j) professional service agreements under \$1,000; (k) management agreements; (l) small purchase orders as defined in Miami-Dade County Administrative Order 3-2; (m) federal, state and local government-funded grants; and (n) interlocal agreements. Notwithstanding the foregoing, the Trust may authorize the inclusion of the fee assessment of one-quarter (1/4) of one percent in any exempted contract at the time of award.

Nothing contained above shall in any way limit the powers of the Inspector General to perform audits on all Trust contracts including, but not limited to, those contracts specifically exempted above.

INDEPENDENT PRIVATE SECTOR INSPECTOR GENERAL: The attention of the Contractor/Consultant is hereby directed to the requirements of AO 3-20 and R-516-96; the County shall have the right but not the obligation to retain the services of an independent private-sector inspector general (IPSIG) who may be engaged to audit, investigate, monitor, oversee, inspect and review the operations, activities and performance of the Contractor/Consultant and County in connection with this contract/agreement. The scope of services performed by an IPSIG may include, but are not limited to, monitoring and investigating compliance with Contract Specifications; project costs; and investigating and preventing corruption and fraud.

The IPSIG may perform its services at all levels of the contracting and procurement process, including but not limited to project design, establishment of bid specifications, bid submittals, activities of Contractor/Consultant, its officers, agents and employees, lobbyists, County staff and elected officials.

Upon ten (10) days written notice to Contractor/Consultant from an IPSIG, the Contractor/Consultant shall make all requested records and documents available to the IPSIG for inspection and copying. The IPSIG shall have the right to examine all documents and records in the Contractor's/Consultant's possession, custody or control which, in the IPSIG's sole judgment pertain to performance of the Contract, including but not limited to, original estimate files; change order estimate files; worksheets; proposals and agreements from and with successful and unsuccessful

subcontractors/subconsultants and suppliers; all project-related correspondence, memoranda, instructions, financial documents, construction documents, bid and contract documents, back-charge document; all documents and records which involve cash, trade or volume discounts, insurance proceeds, rebates, or dividends received; payroll and personnel records; and supporting documentation for the aforesaid documents and records.

The provisions in this Section shall apply to the Contractor/Consultant, its officers, agents and employees. The Contractor/Consultant shall incorporate the provisions in this section in all subcontracts and all other agreements executed by the Contractor/Consultant in connection with the performance of this agreement. Nothing in this contract shall impair any independent right of the County to conduct audit or investigative activities. The provisions of this Section are neither intended nor shall they be construed to impose any liability on the County by the Contractor/Consultant or third parties.

SECTION XXIV – AFFIRMATIVE ACTION

The CONSULTANT'S Affirmative Action Plan submitted pursuant to Miami-Dade County Code Section 2-8.1.5, as approved by the Department of Small Business Development, and any approved update thereof, are hereby incorporated as contractual obligations of the CONSULTANT to Miami-Dade County hereunder. The CONSULTANT shall undertake and perform the affirmative actions specified herein. The Director may declare the CONSULTANT in default of this Agreement for failure of the CONSULTANT to comply with the requirements of this paragraph.

SECTION XXV – PROMPT PAYMENT TO SMALL BUSINESS SUBCONSULTANTS

The CONSULTANT's attention is directed to Miami-Dade County Section 2-8.1.4, 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 prime contractor to issue prompt payments, and have the same dispute resolution procedures as the

COUNTY, for all small business subcontractors. Failure to the prime contractor to issue prompt payment to small businesses, 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.

SECTION XXVI - SANCTIONS FOR CONTRACTUAL VIOLATIONS

Proposal and contract documents shall provide that, notwithstanding any other penalties for firms that have discriminated in violation of Article VII of Chapter 11A of the Code, the COUNTY may terminate the contract or require the termination or cancellation of the sub-consultant contract. In addition, a violation by a respondent or sub-consultant to the respondent, or failure to comply with the Administrative Order (A.O.) 3-39 may result in the imposition of one or more of the sanctions listed in the A.O.

SECTION XXVII – BUSINESS APPLICATION AND FORMS

The CONSULTANT shall be a registered vendor with the COUNTY – Department of Procurement Management, for the duration of this Agreement. It is the responsibility of the CONSULTANT to update and file the Vendor Registration Package, including a Uniform Affidavit Packet (Affidavit form) with the Department of Procurement Management (DPM), Vendor Assistance Unit for any changes for the duration of this Agreement, including any option years.

The Proposer is responsible for obtaining the Vendor Registration Package, including all affidavits by downloading from the DPM website at www.miamidade.gov or from the Vendor Assistance Unit at 111 N.W. 1st Street, 13th Floor, Miami, FL 33128.

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 XXVIII – ERRORS AND OMISSIONS

The COUNTY shall maintain a record of all construction changes that shall be categorized according to the various types, causes, etc. that the COUNTY may determine are useful or necessary for its purposes. Among those categories are construction changes caused by design errors or omissions in the bid documents that were 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 identified by the COUNTY as an error in the bid documents that were prepared by the CONSULTANT may constitute an additional cost to the COUNTY that would not have been incurred without the error. The CONSULTANT agrees to be responsible for direct damages to the COUNTY, to the extent such damages were caused by the CONSULTANT'S negligence.

B. Omissions

It is further specifically agreed for purposes of this agreement that any construction changes identified by the COUNTY as an omission in the bid documents that were prepared by the CONSULTANT may constitute an additional cost to the

COUNTY that would not have been incurred without the omission. The CONSULTANT agrees to be responsible for direct damages to the COUNTY, to the extent such damages were caused by the CONSULTANT'S negligence.

The CONSULTANT shall participate in all negotiations with the contractor 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 contractor shall constitute a waiver of CONSULTANT's rights to contest the appropriateness or amount of any settlements or change orders.

To obtain recovery for errors and/or omissions covered in paragraphs A and B above, the COUNTY shall deduct from funds due the CONSULTANT in this Agreement 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 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 CONSULTANT be responsible for the cost of construction changes to the extent that such changes are determined to be a first cost or betterment to the COUNTY. The recovery of additional costs to the COUNTY under this Section shall not preclude or limit in any way the CONSULTANT'S indemnification obligations to the COUNTY pursuant to Section XX of this Agreement, or preclude or limit in any way recovery for other separate and/or additional damages that the COUNTY may otherwise incur. This provision also does not preclude CONSULTANT from raising any defense that it may have to the alleged damages.

SECTION XXIX – ENTIRETY OF AGREEMENT

This writing and its attachments 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 modifications of the terms of this Agreement shall be valid unless made in writing, signed by both parties hereto, and approved by the Board of County Commissioners.

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

IN WITNESS WHEREOF the parties hereto have executed these presents this _____ day
of _____, 2020.

ATTEST:

HARVEY RUVIN, CLERK OF THE BOARD

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

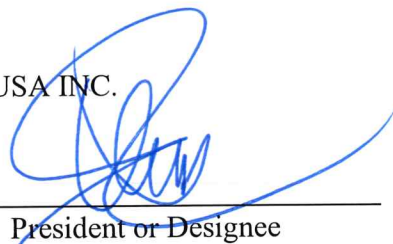
By: _____

By: _____
COUNTY MAYOR

ATTEST WSP USA INC.

WSP USA INC.

By: _____
Corporate Secretary

By: _____
President or Designee

(Corporate Seal)

Approved as to form
and legal sufficiency: _____
Assistant County Attorney

ATTACHMENT “A”

WSP USA INC.’S **SCHEDULE OF RATES**



February 27, 2020

ATTACHMENT « A »

**PORTMIAMI
CIVIL INFRASTRUCTURE ENGINEERING SERVICES
CONTRACT NO. E18-SEA-04**

MULTIPLIERS

Office Employees.....2.85
Employees working in County offices.....2.25
Field employees.....2.25

Flat hourly rate for Principals.....\$130

MAXIMUM RAW HOURLY RATE COMPENSATION

Senior Program Manager.....\$85
Technical Expert/Specialist.....\$85
Senior Project Manager / Registered Technical Staff\$75
Project Manager/Non-Registered Technical Staff.....\$55
Support Staff/Field Staff/CADD/Graphic Staff/Inspector.....\$35
Administrative Staff..... \$30



CONTRACT NO. E18-SEA-04 - CIVIL INFRASTRUCTURE ENGINEERING
SERVICES AGREEMENT

LIST OF EMPLOYEES INTENDED TO BE ENGAGED UNDER THIS
CONTRACT

WSP USA Inc. Employee Name	2020 Hourly Rate	Category Title as defined in the agreement
Ageno, Gino	\$42.37	Register Technical Staff
Bell, Ryan	\$58.47	Register Technical Staff
Beverly, Will	\$56.21	Register Technical Staff
Cardona, Andres	\$67.16	Senior Program Manager
Class, Sandra	\$39.61	Support Staff
Cornell, Chris	\$114.99	Technical Expert
Darley, Rod	\$40.75	Non-Register Technical Staff
Elza, Michael	\$92.86	Technical Expert
Fields, Ronald	\$101.37	Technical Expert
Garcia, Blair	\$114.17	Specialist
Gonzalez, Michael	\$54.08	Register Technical Staff
Greenwood, P. Andrew	\$69.56	Register Technical Staff
Guinard, Eduardo	\$60.47	Register Technical Staff
Hemphill, James	\$61.33	Non-Register Technical Staff
Khoury, Roger	\$106.67	Specialist
Mcleod, Shannon	\$70.32	Specialist
Martensson, Cecilia	\$44.24	Register Technical Staff
Miguel, Odalys	\$26.80	CADD
Nielsen, Vern	\$77.23	Technical Expert
Otero, Jose	\$72.59	Technical Expert
Patino, Graciela	\$89.13	Technical Expert
Petereit, Ralph	\$104.28	Specialist
Pigna, Rodrigo	\$105.76	Specialist
Reinefeld, Werner	\$95.25	Technical Expert
Roberts, Christian	\$137.06	Technical Expert
Rodrigues, Thomas	\$56.79	Non-Register Technical Staff
Smith, Robert H.	\$87.24	Technical Expert
Snyder, Robert	\$78.47	Technical Expert
Sivasamy, Deepak	\$39.80	Non-Register Technical Staff
Somerder, Karen	\$83.23	Technical Expert
Sterental, Alan	\$48.86	Non-Register Technical Staff
Vukic, Branco	\$33.69	CADD
Witthaus, Steven	\$84.70	Technical Expert



CONTRACT NO. E18-SEA-04 - CIVIL INFRASTRUCTURE ENGINEERING
SERVICES

WSP USA INC. EMPLOYEES INFORMATION

Awardee	Principal Address	Address of Branch Offices or Headquarters in Miami- Dade*	Number of Employees		Principal
			1)Miami-Dade	2)Percentage*	
WSP USA INC.	7650 Corporate Center Dr., Suite 300, Miami, FL 33126	7650 Corporate Center Dr., Suite 300, Miami, FL 33126	7,700		Ronald M. Colas, PE, SI
			1) 90		
			2) 1.2%		



MIAMI-DADE COUNTY – INTERNAL SERVICES DEPARTMENT (ISD)
ISD FORM NO. 9 – Fair Subcontracting Policies
(Section 2-8.8 of the Miami-Dade County Code)

FAIR SUBCONTRACTING PRACTICES

In compliance with Section 2-8.8 of the Miami-Dade County Code, the Proposer submits the following detailed statement of its policies and procedures for awarding subcontracts:

I hereby certify that the foregoing information is true, correct and complete.

Signature of Authorized Representative: _____

Title: _____

Date: _____

Proposer's Name: _____



MEMO

TO: All US Staff
FROM: Lewis P. Cornell, President & CEO, USA 
SUBJECT: Non-Discrimination Policy Statement – Title VI
DATE: October 15, 2019

WSP USA is firmly committed to Equal Opportunity (EO) and to compliance with all Federal, State and local laws that prohibit discrimination on the basis of race, religion, color, creed, national origin, ancestry, citizenship status, sex (including pregnancy, childbirth breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), age, marital or registered domestic partnership status, military or veteran status, mental or physical disability, medical condition (including cancer and genetic characteristics), genetic information, sexual orientation, gender, gender identity or expression (including transgender status), political affiliation, or other legally protected classes or any other characteristics protected by federal, state, or local laws in the selection and retention of all qualified sub-consultants, subcontractors, vendors and suppliers including procurements of materials and leases of equipment.

WSP USA fully embraces diversity and is resolute that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity on the basis of race, color, national origin, as provided by Title VI of the Civil Rights Act of 1964, as amended and other nondiscrimination laws and authorities, that include regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (DOT) Title 49, Code of Federal Regulations (CFR) and the Federal Highway Administration's Title 23 Code of Federal Regulations 200, the Civil Rights Restoration Act of 1987,.

Responsibility for implementing the policy has been assigned to the Title VI Liaison, Laura Unger, 999 Third Avenue, 32nd Floor, Seattle, WA 98104 (+1 206-382-5282 or sblo@wsp.com), who serves as WSP USA's Small Business Liaison Officer in the United States. She, or her designee, will meet with supervisory personnel to further explain and discuss procedures for implementing this policy. Requests for additional information or special assistance for persons with disabilities or limited English Proficiency, or all complaints, issues or suggestions should be directed to the Small Business Liaison Officer. Full and complete cooperation in helping to carry out this program will work to everyone's benefit and will be appreciated.

Overview of Vendor Process: Our Experience and Typical Process for Vetting Vendors

As a global industry leader whose employees are among the best in the field, our company seeks to maximize self-performance opportunities wherever possible. However, where outside resources (subcontractors, subconsultants, or vendors) are required, our company relies upon our well-established and sophisticated online system for third party Supplier Registration. This online mechanized system ensures that adequate due diligence is performed on the third parties with whom we work.

a. Our Online Supplier Registration System

To expand upon the workings of our Supplier Registration System, all subconsultants, subcontractors, and vendors seeking to do business with us must submit online Supplier Registration applications to the U.S. Ethics and Compliance Team. The trained professionals on the U.S. Ethics Team then: (1) review the applications to ensure that they meet our minimum corporate standards; (2) check the parties' business statuses with the departments of state where the parties are incorporated; and (3) run the applicants' names through a third party due diligence database. An applicant will only receive "approved" status in our Supplier Registration system if the applicant meets our company's high standards and no red flags are raised during the review and vetting process.

Thereafter, third parties must maintain their "approved" status in our Supplier Registration system by updating the information in their application and submitting the updated application for review. When formulating a project team our employees must ensure that any party named to the project is approved in our Supplier Registration system. Our employees may check on the approval status of a third party by simply searching for a party's name in our Supplier Registration database.

b. Criteria Evaluated in our Supplier Registration Applications

The Supplier Registration application itself solicits the following information from applicants: (1) general company details; (2) financial information including annual revenue for the last three years; (3) the disciplines that the applicant's firm provides and the applicant's areas of experience; (4) proof that the applicant meets our minimum insurance requirements; (5) business integrity information related, among other things, to the applicant's compliance program, conflicts of interest, gifts, and corruption; (6) safety information including: experience modification rates, whether a company has a written safety program; whether a company has a written drug policy, historical safety data for the last three years, information related to OSHA violations in the last three years, information related to safety audits, and more; (7) information related to whether the company has a quality control/quality assurance program; and (8) socio-economic details related to proof of federal, state and local socio-economic certifications. Applicants must upload proof in response to a number of the questions contained in the

application. All uploaded documents are further reviewed by the U.S. Ethics's professional staff to ensure that the applicant meets our company's standards.

The information solicited in our Supplier Registration application allows the U.S. Ethics's professional staff to make an educated and verifiable evaluation regarding the risk of doing business with a given third party. Our company only approves third parties who pass our rigorous review and vetting process.

The following is an excerpt from WSP USA Project Delivery Handbook, which describes the technical and administrative functions, responsibilities, and interactions during the project delivery process.

Suppliers (Subcontractors, Subconsultants, and Service Vendors)

The definition of suppliers includes subcontractors, subconsultants, and service vendors. Subcontractors, subconsultants, and vendors may provide people, products, or services for projects. If suppliers were not approved in the Supplier Registration Database during the proposal phase, the MC shall take steps to confirm suppliers become approved in the Supplier Registration System by directing unapproved suppliers to complete and submit an application. The Supplier Registration System provides a due diligence process on suppliers' licensing, insurance, safety, quality, reputation, and financial information.

Supplier Agreement(s)

It is the PM's responsibility to clearly define the scope of work to be performed by suppliers to meet the client's requirements. The project team (PM/PA/PCA) selects an agreement, task order, or amendment template from the SubcontractsUS library; populates the template; prepares a detailed scope of work/task descriptions (PM only), performance schedule (PM only), compensation attachment, and billing events; and PCA posts to PS2 P&P for review and comment by SubcontractsUS prior to sending to subcontractor for execution. More detailed process guidance is published on the SubcontractsUS homepage under the Guidance tab. The PM is responsible for coordinating the scope of work for each supplier that includes work activities, deliverables, timeline, and milestones. Agreements that do not use approved templates shall also be reviewed by SubcontractsUS. PCA manages the legal review and execution of supplier agreements, checks supplier approval in the Supplier Registration System and requests insurance certificates from suppliers.

The PM/PA/PCA shall post the executed supplier agreement, task order, or amendment to PS2 P&P, the purchase order system, and retain the original copy in the project files. Suppliers are required to certify to the same standards as WSP unless, for business reasons, WSP management agrees to waive certain conditions. Save signed forms in the project files and on the PS2 P&P site for the appropriate business unit.

Supplier QA/QC Plan

Suppliers are required to either adopt WSP's QA/QC Plan or provide their own QA/QC plans for review and approval by the PM/Quality Manager. A supplier has three QA/QC options to meet the requirement.

- The supplier may adopt and use WSP's quality procedures. Adoption requires the PM to send the QA/QC Plan to the supplier for their use.
- The supplier's quality assurance system is certified to be in accordance with ISO 9001 by an accredited Registrar. A copy of the ISO certification shall be submitted and evidence of certification is required in the project file.
- The supplier may submit their own QA/QC Plan for review and acceptance by the PM.

At a minimum, the approved Supplier QA/QC Plan shall identify key staff and the quality activities that will be performed. The QA/QC Plan shall be appropriate for the size and complexity of the assignment. For many specialty or small assignments, the suppliers' QA/QC Plan may be as simple as one paragraph stating that the work will be performed by the individuals named in the proposal, and that the work will be checked by a qualified independent person prior to submittal to WSP.

For each supplier submittal, a record of check/certification is required to show that they followed the QA/QC Plan. PD 201-08D may be used to capture the QA/QC Plan the supplier is planning to follow. PD 206-01 provides a QA/QC review certification for our suppliers to use. Each supplier shall forward its QA/QC Plan to the PM for inclusion in the project files.

Supplier's Project Safety Plan

Suppliers that perform field work are required (by contract) to have their own PSP and submit it to the PM prior to any field work. Safety is of the utmost concern. Projects may be stopped due to injuries or fatalities. Each supplier shall forward its PSP to the PM for inclusion in the project files.



WSP USA: Committed to Our Small Business Program

WSP USA is committed to our U.S. Small Business Program. Through our Small Business Program we champion the use of a diverse array of small business concerns from many socioeconomic backgrounds, including the use of disadvantaged businesses, minority businesses, women owned businesses, veteran and service disabled veteran owned businesses, and historically underutilized businesses. Our commitment to providing opportunities to these businesses stems, not only from our desire to meet or exceed federal, state, or local small business goals, but from a deep-rooted belief that the use of such businesses further our guiding principles of fostering collaboration in everything we do and having an empowering culture in which we hold ourselves accountable.

How We Show Our Commitment

Our Supplier Registration webpage sets forth the components of our Small Business Program and evidences our strong commitment to diversity. We strive to increase our use of small business concerns through outreach efforts and by training and encouraging our personnel to use small business concerns to the maximum extent practicable. Additionally, our organization stays involved with the small business community by participating in mentor/protégé programs, attending small business events and conferences, and offering resources to small business concerns. Moreover, all of the above efforts are overseen and monitored by our appointed Small Business Liaison Officer.

The Benefits of Our Small Business Commitment

Commitment to the WSP USA Small Business Program benefits our organization, clients, and shareholders, because the increased use of small businesses enhances our project teams and enriches the communities in which we work and live. In sum, commitment to the WSP USA Small Business Program furthers our mission of providing services to transform the built environment and restore the natural environment.

A handwritten signature in blue ink, appearing to read 'L. P. Cornell'.

Lewis P. Cornell
President and CEO, U.S.



Miami-Dade County
Department of Procurement Management
Affirmation of Vendor Affidavits

In accordance with Ordinance 07-143 amending Section 2-8.1 of the Code of Miami-Dade County, effective June 1, 2008 (for goods and services) and July 1, 2008 (for design and construction), vendors are required to complete a new Vendor Registration Package, including a Uniform Affidavit Packet (Vendor Affidavits Form), before being awarded a new contract. The undersigned affirms that the Vendor Affidavits Form submitted with the Vendor Registration Package is current, complete and accurate for each affidavit listed below.

Contract No. : E18-SEP-04 Federal Employer Identification Number (FEIN): 11-1531569
Contract Title: Civil Infrastructure Engineering Services

Affidavits and Legislation/ Governing Body

1. Miami-Dade County Ownership Disclosure Sec. 2-8.1 of the County Code	6. Miami-Dade County Vendor Obligation to County Section 2-8.1 of the County Code
2. Miami-Dade County Employment Disclosure County Ordinance No. 90-133, amending Section 2-8.1(d)(2) of the County Code	7. Miami-Dade County Code of Business Ethics Article 1, Section 2-8.1(j) and 2-11(b)(1) of the County Code through (6) and (9) of the County Code and County Ordinance No 00-1 amending Section 2-11.1(c) of the County Code
3. Miami-Dade County Employment Drug-free Workplace Certification Section 2-8.1.2(b) of the County Code	8. Miami-Dade County Family Leave Article V of Chapter 11, Resolution No. R-183-00 amending Resolution No. R - 1499-91 of the County Code
4. Miami-Dade County Disability Non-Discrimination Article 1, Section 2-8.1.5 Resolution R182-00 amending R-385-95	9. Miami-Dade County Living Wage Section 2-8.9 of the County Code
5. Miami-Dade County Debarment Disclosure Section 10.38 of the County Code	10. Miami-Dade County Domestic Leave and Reporting Article 8, Section 11A-60 11A-67 of the County Code

Ronald M. Colas Vice-President Sr. Area Manager
Printed Name of Affiant Printed Title of Affiant Signature of Affiant
WSP USA, Inc
Name of Firm 2/13/20
Date
7650 Corporate Center Dr. Suite 300, Miami, FL 33126
Address of Firm State Zip Code

Notary Public Information

Notary Public - State of Florida County of Miami-Dade

Subscribed and sworn to (or affirmed) before me this 13 day of February 2020

by Ronald M. Colas He or she is personally known to me ☒ or has produced identification ☐

Type of identification produced _____

Susan J. Nesenman
Signature of Notary Public

99 350020
Serial Number

Susan J. Nesenman Sept. 6, 2023
Print or Stamp of Notary Public Expiration Date

