

# Memorandum



**Date:** September 4, 2018

**To:** Gary Hartfield, Division Director  
Small Business Development

**From:** Juan Kuryla, Director  
PortMiami

**Subject:** Recommendation for Non-exclusive Professional Services Agreement for Environmental Services, Contract No. E18-SEA-02, Project No. 2018-016

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PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Contract No. E18-SEA-02 / Project No. 2018-016 – Environmental Services, to assign Small Business Enterprise (SBE) measures, to proceed with the advertisement and subsequent bidding of the project.

**Professional Services Agreement (PSA) for Environmental Services:** The environmental port services will consist of environmental training/awareness programs; stormwater management program; Green Port Program initiatives which may include, but not limited to: energy efficiency design and monitoring, air emissions inventory and monitoring, and sustainability report and monitoring; community involvement programs; grant solicitation and implementation; tenant environmental audits, assessments, investigations and impact statements as often mandated by various permit planning requirements and environmental regulatory permit conditions; environmental resource surveys, monitoring, statistical analysis and preparation of detailed biological reports for marine resources and potential marine mitigation projects; mitigation project planning, design, post-design services and permitting following all regulatory authorities having jurisdiction; geotechnical investigations; hydrographic and bathymetric surveys; environmental permitting of Capital Improvement Projects from all regulatory authorities having jurisdiction; port planning elements in consideration of various property constraints based on both physical and environmental conditions, intended site development objectives, maximizing existing land use, navigational constraints, dredging requirements, and limitations including those stemming from potential regulatory permitting conditions; Shoreline Review Committee; stormwater planning and design; design services including the development of construction documents in conformance with contract documents and suitable for permitting, advertisement, bid phase services, construction and permit close-out; and any supportive ancillary tasks to the primary scope of services that may include, but is not limited to providing all necessary investigations; surveys; site investigations; resource surveys; cost estimates; schedule; value engineering coordination; construction documents; constructability review, bidding assistance; site visits; inspections; construction management/administration and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project.

At the request of the PortMiami, the Consultants 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 marine infrastructure damage assessment reports; including the development of emergency repair plans, specifications, cost estimates and regulatory agency notification and coordination. In addition, the Consultants shall provide non-engineering services, which consist of technical presentations and reports; shipping studies, vessel simulation, the collection of squat calculations for inbound

vessels, vessel modeling capabilities, general construction management, scheduling, cost estimation, diving services, underwater observation services, and document control.

PortMiami may request Consultants' services on an as-needed basis through the issuance of Work Orders for the required work to be performed and the estimated fees to be paid for the services authorized pursuant to the scope of services. There is no guarantee that any or all of the services described in this agreement will be assigned during the term of the agreement. Further, the Consultants are providing these services on a non-exclusive basis. PortMiami, at its option, may elect to have any of the services set forth herein performed by other Consultants or PortMiami staff.

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.08	Port and Waterways Systems - Marine Engineering Design (PRIME)	10%	\$ 350,000.00
5.09	Port and Waterway Systems – Environmental Design (PRIME)	70%	\$ 2,450,000.00
17.00	Engineering Construction Management (PRIME)	5%	\$ 175,000.00
9.02	Soils, Foundations and Materials Testing - Geotechnical and Materials Engineering Services	1%	\$ 35,000.00
10.01	Environmental Engineering - Stormwater Drainage Design Engineering Services	3%	\$ 105,000.00
10.10	Environmental Engineering - Coastal Processes and Ocean Engineering	2%	\$ 70,000.00
15.04	Surveying and Mapping - Hydrographic Surveys	3%	\$ 105,000.00
16.00	General Civil Engineering	5%	\$ 175,000.00
N/A/ Other SBE	G&S Construction Cost Estimating	1%	\$ 35,000.00
<b>Total Estimated Professional Fees</b>		<b>100%</b>	<b>\$ 3,500,000.00</b>

The Prime Consultant must hold Technical Certifications 5.08 - Port and Waterways Systems - Marine Engineering Design, 5.09 – Port and Waterway Systems – Environmental Design and 17.00 – Engineering Construction Management. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County (County) at the time of qualifications submittal in the Technical Certification Category identified above.

The Prime Consultant is preferred to have experience in three (3) projects of similar work described above performed at a similarly sized seaport facility over the past ten (10) years. The expertise must be met by 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 of the individual's qualifications and compliance with the experience and qualifications shall be at the sole discretion of the County.

Comparable maritime environmental permitting projects, to include bulkheads and infill permitting projects, and Biscayne Bay mitigation projects. This expertise must be met by qualified individual(s) of the prime consultant's team. Interested Professional Firms (Consultants) shall be certified by Miami-Dade County at the time of qualifications submittal in the Technical Certification Categories identified above.

The Prime Consultant selected for this contract will also be required to understand and phase their projects around the Port's ship berthing positions and schedules, security zones / operations and our transportation needs and challenges. Additionally, their projects will include designing bulkheads, wharfs, bollards, tie-downs, and runways. It is critical that the Prime Consultant has experience in these areas and that consideration of PortMiami operations are integrated into their designs.

**In addition, the Prime Consultants and their sub-consultants selected for award of this solicitation will not be considered for any design-build projects, as part of a team, for which design criteria specifications are developed for PortMiami under this Agreement.**

**Primes and sub-consultants selected for PSAs under ISD Project No. E15-SEA-02, Program Management Consultant Services and ISD Project No. E14-SEA-01R, Financial Management and Bond Engineering Services, will not be considered for award of a PSA under this Project.**

The SBE goal recommendation is 15.00% for environmental services, 0.50% for goods, and 0.50% for services. The cost of the PSA will be in the approximate amount of \$3,500,000.00, which includes the 10% contingency, and shall remain in effect for a total of five (5) years. Should you have any questions, please feel free to contact Ms. Elizabeth Ogden, R.A., LEED AP, Assistant Director at (305) 347-5521.

Attachments

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

Contract/Project Title Environmental Services  
 Contract/Project No. E11-SEA-01 / 2011-033  
 Description See attached Scope of Work  
 Department Seaport Contact Becky Hope Phone (305) 347-4972  
 Estimated Cost 1 Agreement for \$3,500,000.00 Funding Source Seaport Loans

**ANALYSIS**

Commodity/Service No. \_\_\_\_\_ SIC \_\_\_\_\_

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases for Previous Three (3) years

Check Here  if this is a New Contract/Purchase with Previous History

	<u>Existing</u>	<u>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> Year</u>
Contractor _____	_____	_____	_____
Ethnicity/Race _____	_____	_____	_____
Gender _____	_____	_____	_____
Contract Value _____	_____	_____	_____

Comments \_\_\_\_\_

**RECOMMENDATIONS**

<u>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>
15.00%	N/A	_____

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>5.08 Port &amp; Waterway Systems Marine Engineering Design (Prime)</u>	<u>\$ 350,000</u>	<u>10%</u>	_____
<u>5.09 Port &amp; Waterway Systems Environmental Design (Prime)</u>	<u>\$ 2,450,000</u>	<u>70%</u>	_____
<u>17.00 Construction Management (Prime)</u>	<u>\$ 175,000</u>	<u>5%</u>	_____
<u>9.02 Geotechnical and Materials Engineering Services</u>	<u>\$ 35,000</u>	<u>1%</u>	<u>&gt;3</u>
<u>10.01 Port &amp; Waterway Systems Environmental Design</u>	<u>\$ 105,000</u>	<u>3%</u>	<u>&gt;3</u>
<u>10.10 Coastal Processes and Ocean Engineering</u>	<u>\$ 70,000</u>	<u>2%</u>	<u>&gt;3</u>
<u>15.04 Hydrographic Surveys</u>	<u>\$ 105,000</u>	<u>3%</u>	<u>&gt;3</u>
<u>16.00 General Civil Engineering</u>	<u>\$ 175,000</u>	<u>5%</u>	<u>&gt;3</u>
<u>N/A/ Other SBE</u>	<u>\$ 35,000</u>	<u>1%</u>	<u>&gt;3</u>

Total

\$3,500,000.00

100%

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

  
By: Seaport Department

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Date to SBA/DPM