



Dept. of Small Business Development
Project Worksheet

Project/Contract Title: NON-EXCLUSIVE PROFESSIONAL SERVICES FOR ENVIRONMENTAL SERVICES (SIC 871)
Project/Contract No: E11-SEA-01 **Funding Source:** Resubmittal Date(s):
Department: SEAPORT **Funding Source:** SEAPORT LOAN
Estimated Cost of Project/Bid: \$1,500,000.00

Description of Project/Bid: To establish a Professional Services Agreement for a consultant to provide professional environmental and engineering services (to include coordination with all regulatory agencies as appropriate) for the Port of Miami. Services shall also consist of traditional environmental port elements on and off port property, to include environmental training/awareness programs; tenant and environmental audits; stormwater planning and design; and sanitary sewer and water planning and design (to name a few).

Contract Measures Recommendation		
<u>Measure</u>	<u>Program</u>	<u>Goal Percent</u>
Goal	CBE	30.00%

Reasons for Recommendation

This project meets all the criteria set forth in A.O. 3-32, Section V.

SBD considered this project for a 2nd Tier CBE Set-Aside; however an insufficient availability of CBEs certified in technical category 5.09 (identified for the prime and accounting for 70% of the scope of work), precluded such a measure. SBD concurs with Seaport's recommendation of a 30% CBE goal.

SIC 871 -Architectural and Engineering Services

Analysis for Recommendation of a Goal				
<u>Subtrade</u>	<u>Cat.</u>	<u>Estimated Value</u>	<u>% of Items to Base Bid</u>	<u>Availability</u>
W & S SEWER SYS-WATER DIST & SANITARY SEWAGE COLL	CBE	\$150,000.00	10.00%	62
ENVIRON ENG-COASTAL PROCESSES & OCEAN ENGINEERING	CBE	\$150,000.00	10.00%	7
GENERAL CIVIL ENGINEERING	CBE	\$75,000.00	5.00%	71
SURVEYING AND MAPPING-LAND SURVEYING	CBE	\$75,000.00	5.00%	19
Total		\$450,000.00	30.00%	

Living Wages: YES NO

Responsible Wages: YES NO

Responsible Wages and Benefits applies to all construction projects over \$100,000 that do not utilize federal fund. For federally funded projects, unless prohibited by federal or state law or disallowed by a governmental funding source, the HIGHER wage between Davis Bacon and Responsible Wages and Benefits shall apply.



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Estimated Cost of Project/Bid: \$1,500,000.00

Funding Source: SEAPORT LOAN

Resubmittal Date(s):

REVIEW RECOMMENDATION
Tier 1 Set Aside
Set Aside Level 1 Level 2 Level 3
Trade Set Aside (MCC) Goal Bid Preference
No Measure Deferred Selection Factor
County Manager / Designee Date

T: Fax/All-SEA-DI-Set Aside.TXT
 T: " " " " " " -Sub.TXT

Memorandum



Smith Reticia

Date: June 3, 2011
To: Penelope Townsley, Director
 Department of Small Business Development
From: Bill Johnson, Director
 Seaport Department
Subject: Recommendation for Non-exclusive Professional Services for Environmental Services,
 Contract No. E11-SEA-01, Project No. 2011-033

Your assistance in reviewing this request and forwarding the attached recommendation to the Department of Small Business Development (SBD) for consideration is respectfully requested.

It is recommended that SBD review the attached request for Community Business Enterprise (CBE) measures for this project, in order to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for Environmental Services: The consultant shall provide professional environmental and engineering services (to include coordination with all regulatory agencies as appropriate) for the Port of Miami. Services consist of traditional environmental port elements both on and off port property, such as environmental training/awareness programs; tenant and environmental audits; stormwater planning and design; sanitary sewer and water planning and design; environmental permitting of Capital Improvement Projects from the United States Army Corps of Engineers, Florida Fish and Wildlife Conservation Commission and National Marine Fisheries Service; DERM Permits; Shoreline Review Committee; Surveys for future seagrass impacts and potential mitigation projects; design/permitting mitigation projects; Stormwater Management Program; Sanitary Sewer and Water upgrades design; and Green Port Program for Energy Efficiency Design and Monitoring, Air Emissions Inventory and Monitoring and Sustainability Report and Monitoring; community involvement programs; port planning elements; green port initiatives; grant solicitation and implementation; hydrographic surveys; mitigation planning and design; environmental inspections and surveys as mandated by various permit planning requirements and specific permit conditions; other environmental regulatory projects and any supportive ancillary tasks to the primary scope of services.

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.09	Port & Waterway Systems - Environmental Design (Prime)	70%	\$ 1,050,000.00
6.01	Water Distribution and Sanitary Sewage Collection and Transmission Systems	10%	\$ 150,000.00
10.10	Coastal Processes and Ocean Engineering	10%	\$ 150,000.00
15.01	Land Surveying	5%	\$ 75,000.00
16.00	General Civil Engineering	5%	\$ 75,000.00
Total Estimated Design Fees		100%	\$ 1,500,000.00

Penelope Townsley

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The prime consultant must hold Technical Certification 5.09 – Port & Waterway Systems – Environmental Design. Interested Professional Consulting Firms must have 3 years experience for similar work as described above. In addition, Interested Professional Consulting Firms must have extensive relevant experience with a minimum of three (3) 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 CBE Goal recommendation is 30.00%. The Agreement will be in the approximate amount of \$1,500,000.00, which includes the 10% contingency, and shall remain in effect for a total of five (5) years with no options to extend.

Should you have any questions, please feel free to contact Mr. Dorian K. Valdes, P.E., Assistant Port Director of Capital Development at (305) 347-4802.

Attachment

**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 \$1,500,000.00 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>2nd Year</u>	<u>1st Year</u>
Contractor _____	_____	_____	_____
Ethnicity/Race _____	_____	_____	_____
Gender _____	_____	_____	_____
Contract Value _____	_____	_____	_____

Comments _____

RECOMMENDATIONS

<u>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>30.00%</u>	<u>N/A</u>	_____	
<u>Analysis for Goal Recommendation</u>			
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>5.09 Port & Waterway Systems</u>			
<u>Environmental Design (Prime)</u>	\$ _____	70%	_____
<u>6.01 Water Distribution and Sanitary</u>			
<u>Sewage Collection and Transmission</u>			
<u>Systems</u>	\$ _____	10%	>3
<u>10.10 Coastal Processes and Ocean</u>			
<u>Engineering</u>	\$ _____	10%	>3
<u>15.01 Land Surveying</u>	\$ _____	5%	>3
<u>16.00 General Civil Engineering</u>	\$ _____	5%	>3
Total	\$1,500,000.00	100%	_____
Basis for Recommendation _____ _____			
By: Seaport Department _____		Date to SBA/DPM _____	

**MIAMI-DADE COUNTY, FLORIDA
 MIAMI-DADE SEAPORT DEPARTMENT (SEA)
 NON-EXCLUSIVE PROFESSIONAL SERVICES AGREEMENT FOR
 ENVIRONMENTAL SERVICES
 PROJECT NO. 2011-033
 OCI PROJECT NO. E11-SEA-01**

1.2 SCOPE OF SERVICES

Services consist of traditional environmental port elements both on and off port property, such as environmental training/awareness programs; tenant and environmental audits; stormwater planning and design; sanitary sewer and water planning and design; environmental permitting of Capital Improvement Projects from the United States Army Corps of Engineers, Florida Fish and Wildlife Conservation Commission and National Marine Fisheries Service; DERM Permits; Shoreline Review Committee; Surveys for future seagrass impacts and potential mitigation projects; design/permitting mitigation projects; Stormwater Management Program; Sanitary Sewer and Water upgrades design; and Green Port Program for Energy Efficiency Design and Monitoring, Air Emissions Inventory and Monitoring and Sustainability Report and Monitoring; community involvement programs; port planning elements; green port initiatives; grant solicitation and implementation; hydrographic surveys; mitigation planning and design; environmental inspections and surveys as mandated by various permit planning requirements and specific permit conditions; other environmental regulatory projects and any supportive ancillary tasks to the primary scope of services. All work shall be conducted to meet or exceed professional standards, comply with Port of Miami Security requirements, the United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS), and Miami-Dade County's Sustainable Buildings Program, Implementing Order No. 8-8.

Construction value of the work is estimated to cost \$200,000,000. The term of the contract is for five (5) years, with no options to extend.

Experience Qualification(s)

The prime consultant must hold Technical Certification 5.09 – Port & Waterway Systems – Environmental Design. Interested Professional Consulting Firms must have 3 years experience for similar work as described above. In addition, Interested Professional Consulting Firms must have extensive relevant experience with a minimum of three (3) 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.

1.6 A/E TECHNICAL CERTIFICATION REQUIREMENTS

5.09 Port & Waterway Systems - Environmental Design (PRIME)	70%
6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems	10%
10.10 Coastal Processes and Ocean Engineering	10%
15.01 Land Surveying	5%
16.00 General Civil Engineering	5%
\$ 1,500,000	100%

1.7 CONTRACT MEASURE(S)

The Miami-Dade County Community Business Enterprises (CBE) contract participation provisions (Exhibit A) are as follows:

- 1 Agreement – 30% CBE Sub-Consultant Goal



June 8, 2011

To: CBE Engineering Firms

Re: Non-exclusive Professional Services for Environmental Services

Project No.: E11-SEA-01

The above-referenced project is being considered for a **2nd CBE Set-Aside** for competition solely among Community Business Enterprise (**1st & 2nd Tier CBE**) firms. If you are interested in participating as a **CBE Prime Consultant** to perform work in connection with this project, **please complete and return the attached Verification of Availability form and provide examples of work your firm has completed (required) on similar projects as outlined in the attached project description, by 3:00pm, Friday June 10, 2011.**

Please review the attached project description and requirements. These specifications are being reviewed and are subject to change.

The Verification of Availability form and required examples of previous work may be sent via email walterv@miamidadegov or facsimile transmission (305) 375-3160. If you have any questions, please contact me at (305) 375-3138.

Sincerely,

A handwritten signature in black ink, appearing to read "Vivian O. Walters, Jr.", with a stylized flourish at the end.

Vivian O. Walters, Jr.,
Contract Development Specialist 2
Business and Professional Development Division

Attachments

DESCRIPTION OF PROJECT

Project Title: Non-exclusive Professional Services for Environmental Services

Project Number: E11-SEA-01

Department: Seaport

Estimated Cost: \$1,500,000.00

Technical Categories:

TC No.	Description	Percentage	Amount
5.09	Port & Waterway Systems - Environmental Design (Prime)	70%	\$ 1,050,000.00
6.01	Water Distribution and Sanitary Sewage Collection and Transmission Systems	10%	\$ 150,000.00
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15.01	Land Surveying	5%	\$ 75,000.00
16.00	General Civil Engineering	5%	\$ 75,000.00
Total Estimated Design Fees		100%	\$ 1,500,000.00

Overall Project Description

Professional Services Agreement (PSA) for Environmental Services: The consultant shall provide professional environmental and engineering services (to include coordination with all regulatory agencies as appropriate) for the Port of Miami. Services consist of traditional environmental port elements both on and off port property, such as environmental training/awareness programs; tenant and environmental audits; stormwater planning and design; sanitary sewer and water planning and design; environmental permitting of Capital Improvement Projects from the United States Army Corps of Engineers, Florida Fish and Wildlife Conservation Commission and National Marine Fisheries Service; DERM Permits; Shoreline Review Committee; Surveys for future seagrass impacts and potential mitigation projects; design/permitting mitigation projects; Stormwater Management Program; Sanitary Sewer and Water upgrades design; and Green Port Program for Energy Efficiency Design and Monitoring, Air Emissions Inventory and Monitoring and Sustainability Report and Monitoring; community involvement programs; port planning elements; green port initiatives; grant solicitation and implementation; hydrographic surveys; mitigation planning and design; environmental inspections and surveys as mandated by various permit planning requirements and specific permit conditions; other environmental regulatory projects and any supportive ancillary tasks to the primary scope of services.

Do you have prior experience satisfying the above stated? Yes ___ No ___

*Minimum Requirements

- **Prime must be certified in 5.09**

The prime consultant must hold Technical Certification 5.09 – Port & Waterway Systems – Environmental Design. Interested Professional Consulting Firms must have 3 years experience for similar work as described above. In addition, Interested Professional Consulting Firms must have extensive relevant experience with a minimum of three (3) 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.

Do you have prior experience satisfying the above requirements? Yes _____ No _____

CBE firms are required to provide the project names, dollar values, and contact names of the projects worked on (satisfying the above stated requirements).

***This information is REQUIRED along with the signed Verification Form**

SBD CM REVIEW FORM

To: Business Opportunity Support Services Division - Design
From: SBD CM - Ileana Quintana
Department: Seaport Department **Contact:** Leticia Stewart / Maria Cerna
Date: 05 / 31 / 2011

PROJECT NUMBER: E11-SEA-01 (Project No. 2011-033)
PROJECT TITLE: Non-exclusive Professional Services for Environmental Services
PROJECT LOCATION: Port of Miami

SCOPE OF WORK/DESCRIPTION: The consultant shall provide professional environmental and engineering services; services consists of traditional environmental port elements both on and off property, such as environmental training/awareness program; tenants and environmental audits, stormwater planning and design, environmental permitting of Capital Improvement Projects from the United States Army Corps of Engineers, Florida Fish and Wildlife Conservation Commission and National Marine Fisheries Service, DERM permits, shoreline review committee, surveys for future seagrass impact and potential mitigation projects, design/permitting mitigation projects, stormwater management program, sanitary sewer and water upgrades design, green port program for energy efficiency design and monitoring, air emissions inventory and monitoring and sustainability report and monitoring, community involvement programs, port planning elements, green port initiatives, grant solicitation and implementation, hydrographic surveys, mitigation planning and design, environmental inspections and surveys.

SPECIAL REQUIREMENTS: Consulting firms must have 3 years experience for similar work as described above; extensive relevant experience with a minimum of 3 comparable maritime environmental permitting projects, to include bulkheads and infill permitting projects and Biscayne Bay mitigation projects. This can be met by any Consultant on the Team.

CATEGORIES	%	COMMENTS
Prime		
5.09 Port & Waterway Systems - Environmental Design	70%	Possible Small Businesses opportunities.
Prime and/or subconsultant		
6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems	10%	Possible Small Businesses opportunities.
10.10 Coastal Processes and Ocean Engineering	10%	
15.01 Land Surveying	5%	
16.00 General Civil Engineering	5%	
	100%	
Total Estimated Design Fees	\$1,500,000	

Small Business Development Signature: _____ Date: 06 / 01 / 2011

* Categories identified for CBE opportunities identified by SBD CM



Miami-Dade County Department of Small Business Development
 Certified Firms as of
 June 08, 2011
 (Certified in Specific Categories Below)

TRADE CATEGORIES			CONTACT	ADDRESS	PHONE / FAX
FIRM NAME	BUSN.	EXP. DATE			
0509	Port & Waterway Systems-Environmental Design		JOHN GUTTMAN	10700 N Kendall Dr, Suite 400 * Miami, FL 33176	305-378-5555 / 305-279-4553
	CONSULTING ENGINEERING & SCIENCE, INC.				
14264	CBE	01/31/2012			
	E SCIENCES, INCORPORATED		GISELE COLBERT	111 NE 1 St, Suite 906 * Miami, FL 33132-0000	305-968-7797 / 305-397-1556
13869	CBE	04/30/2012			
	NOVA CONSULTING, INC.		MARIA MOLINA	10486 NW 31st Ter * Miami, FL 33172-0000	305-436-9200 / 305-436-9265
1745	CBE	06/30/2012			
	OLIN HYDROGRAPHIC SOLUTIONS INC		DAVID OLIN	2900 Calusa St * Coconut Grove, FL 33133-0000	305-619-2800 / 305-860-4411
14102	CBE	12/31/2011			
	R.J. BEHAR & COMPANY, INC.		ROBERT BEHAR	6861 SW 196th Ave, Suite #302 * Pembroke Pines, FL 33332-0000	954-680-7771 / 954-680-7781
4432	CBE	06/30/2012			
	RODOLFO IBARRA, P.E., P.A.		RODOLFO IBARRA	9310 SW 69th St * Miami, FL 33173-0000	305-281-8746 / N/A
2051	CBE	02/29/2012			

Total # of Certified and Under Review Firms: 6

* Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final approval. You may contact the firm or SBD for approval status.
 *Firms with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SBD (305-375-2378) for more information.