

**PRIME
CONSULTANTS**



July 9, 2013

To: CBE Architectural Firms

Re: Professional Services for Preparation of Design Criteria Package for the Mental Health Facility Renovation

Project No.: A13-ISD-01

The above-referenced project is being considered for competition solely among Community Business Enterprise (CBE) firms. If you are interested in participating as a **1st Tier 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 10:00am, Thursday July 11, 2013.**

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 facsimile transmission (305) 375-4751 or email to walterv@miamidade.gov. 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.", written in a cursive style.

Vivian O. Walters, Jr.

Contract Development Specialist II
Regulatory and Economic Resources Department
Small Business Development Division
111 NW 1st Street #19 Floor
Miami, FL 33128
walterv@miamidade.gov

Office (305) 375-3138 | Fax (305) 375-3160

"Delivering Excellence Every Day"

"For the New Project Review & Analysis Process

Attachments

DESCRIPTION OF PROJECT

Project Title: Professional Services for Preparation of Design Criteria Package for the Mental Health Facility Renovation

Project Number: A13-SEA-01

Department: Internal Services

Estimated Cost: \$750,000.00

Technical Categories:

TC No.	Description	%	Amount
14.00	Architecture (Prime)	35%	
18.00	Architectural Construction Management (Prime)	13%	
11.00	General Structural Engineering	7%	
12.00	General Mechanical Engineering	13%	
13.00	General Electrical Engineering	12%	
16.00	General Civil Engineering	5%	
17.00	Engineering Construction Management	12%	
20.00	Landscape Architecture	1%	
22.00	ADA Title II Consultant	2%	
Total Estimated Consultant Fees		100%	\$750,000.00

Overall Project Description

The scope of services will include professional architectural and engineering (A/E) services for the preparation of a Design Criteria Package to include the renovations to the existing South Florida Evaluation and Treatment Center in addition to a new onsite parking garage and multi-story Short-Term Residential Treatment (SRT) facility.

The existing vacant South Florida Evaluation and Treatment Center located at 2200 NW 7th Avenue, Miami, FL, 33127 will be renovated and upgraded for legal occupancy as a multi-use facility. The existing 1st floor shall be reconfigured/renovated for general entry and secured entry, inmate processing, Correctional staff support/administrative and security areas, food storage areas, video visitation, two courtrooms, judicial areas, and judicial support staff spaces. The 2nd floor shall be reconfigured to include additional judicial support staff spaces, a Crisis Stabilization Unit (CSU), and miscellaneous spaces for mental health service providers. The 3rd floor is a mechanical floor which will be renovated. Inmate cells and support spaces located on floors 4-7 will be renovated as well for use as a secure Correctional detention facility. All mechanical, plumbing, electrical, building management, and fire safety systems and components are to be upgraded, including but not limited to, fire alarm, smoke evacuation and fire protection.

A multi-level onsite parking garage shall be designed and constructed to accommodate staffing and visitors. Additionally, a multi-story Short-Term Residential Treatment (SRT) Facility will be designed and constructed to accommodate a minimum of 100 beds.

The selected Consultant shall also be responsible for applying for and obtaining a Zoning Exception from the City of Miami. Presently, the site is located in a CI Transect Zone. The proposed use of the facility is considered a Major Facility pursuant to Article 1 of Miami 21. Major Facilities are allowed in a CI Transect Zone by process of Exception, a public hearing before the Planning, Zoning, and Appeals Board pursuant to Article 4 of Miami 21. The selected Consultant shall attend all hearings, complete all applications, prepare plans, as well as provide any resources and/or additional information as required by the City of Miami to obtain said Exception.

The Selected consultant shall also be responsible for proving a detailed cost estimate in **2004 CSI Master Format**.

Are you able to satisfy the above stated? Yes _____ No _____

Proposer must incorporate LEED approved green building principles as required for compliance with Miami-Dade County Ordinances (I.O. 8-8).

Are you able to satisfy the above stated? Yes _____ No _____

One Consultant (team of firms) will be retained under a non-exclusive Professional Services Agreement for an effective term of six years, or until project completion whichever occurs first.

Pursuant to Florida Statutes 287.055, a design criteria professional who has been selected to prepare the design criteria package is not eligible to render

services under a design-build contract executed pursuant to the design criteria package.

***Minimum Requirements**

Prime must be certified in **14.00 & 18.00**

It is preferred that the design team-leader can demonstrate experience having designed at least one (1) correctional facility. Additionally, the design team-leader should be able to demonstrate experience with AHCA permitted facilities.

Do you have prior experience satisfying the above stated? 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**

**SUB-
CONSULTANTS**



July 9, 2013

To: CBE Engineering Firms

Re: Professional Services for Preparation of Design Criteria Package for the Mental Health Facility Renovation

Project No.: A13-ISD-01

The above-referenced project is being considered for competition solely among Community Business Enterprise (CBE) firms. If you are interested in participating as a **1st or 2nd Tier CBE sub-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 10:00am, Thursday July 11, 2013.**

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Vivian O. Walters, Jr.

Contract Development Specialist II
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VERIFICATION OF AVAILABILITY

DEPARTMENT OF SMALL BUSINESS DEVELOPMENT
COMMUNITY BUSINESS ENTERPRISE PROGRAM
111 N.W. 1ST STREET, 19TH FLOOR
MIAMI, FLORIDA 33128

PROGRAM COORDINATOR: MR. VIVIAN WALTERS, JR.

I am herewith submitting this letter of verification of availability and capability to propose at such time as this project is advertised. (NOTE: Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

CONTRACT TITLE AND NUMBER: Professional Services for Preparation of Design
Criteria Package for the Mental Health Facility
Renovation

A13-ISD-02

CONTRACT ESTIMATED AMOUNT: \$750,000.00

CHECKED THE RELATED CATEGORY

11.00 _____ **12.00** _____ **13.00** _____ **16.00** _____

17.00 _____ **20.00** _____ **22.00** _____

NAME OF COMMUNITY BUSINESS ENTERPRISE Certification Expires: _____
DATE

ADDRESS CITY ZIP CODE

Telephone: _____ Bonding Capacity: N/A

PRINT NAME AND TITLE

SIGNATURE OF COMPANY REPRESENTATIVE DATE

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Pursuant to Florida Statutes 287.055, a design criteria professional who has been selected to prepare the design criteria package is not eligible to render services under a design-build contract executed pursuant to the design criteria package.

***Minimum Requirements**

(If you have checked any of the Technical Categories on "Page 2", the following questions are applicable)

Categories 12.00 and 13.00:

- a) The sub-consultant(s) providing Mechanical and Electrical engineering services to the design team must demonstrate to have participated in the design of at least one (1) project involving fire alarm systems, building management systems, and/or smoke evacuation systems;

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

- b) The sub-consultant(s) providing Mechanical and Electrical engineering services to the design team must demonstrate to have participated in the design and/or renovation of at least one (1) correctional facility.

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

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Category 17.00:

- a) The sub-consultant(s) providing Engineering Construction Management services to the design team is preferred to have participated in the construction management of at least one (1) project involving fire alarms, building management systems, and/or smoke evacuation systems;

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

- b) The sub-consultant(s) providing Engineering Construction Management services to the design team is preferred to have participated in the construction management of at least one (1) correctional facility.

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

Category 22.00:

The sub-consultant providing ADA Title II consulting services to the design team is preferred to have participated in at least one (1) project of similar size and complexity.

Do you have prior experience satisfying the above stated? 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**