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Memorandum



July 30, 2013

Jack Osterholt, Deputy Mayor/Director
Regulatory and Economic Resources

Bill Johnson, Director
PortMiami

Subject: Recommendation for Non-exclusive Professional Services Agreement for Civil Infrastructure Engineering Services, Contract No. E13-SEA-02, Project No. 2013-025

Your assistance in reviewing this request and forwarding the attached recommendation to the Division 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 Civil Infrastructure Engineering Services: The Consultant shall provide 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 the Seaport'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, railways 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; design technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations; detailed construction cost estimates; 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; evaluation of existing equipment condition; 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: comply with PortMiami Security requirements, PortMiami Design Guidelines; and United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS).

A/E Technical Certification Categories required:

TC No.	Description	Percentage	Amount
5.10	Port and Waterway Systems – Transportation Systems Design (Prime)	30%	\$ 528,000.00
6.01	Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)	15%	\$ 264,000.00
16.00	General Civil Engineering (Prime)	30%	\$ 528,000.00
5.09	Port and Waterway Systems – Environmental Design	1%	\$ 17,600.00
8.00	Telecommunication Systems	1%	\$ 17,600.00
9.01	Drilling, Subsurface Investigations and Seismographic Services	4%	\$ 70,400.00
9.02	Geotechnical and Materials Engineering Services	2%	\$ 35,200.00
10.01	Stormwater Drainage Design Engineering Services	5%	\$ 88,000.00
11.00	General Structural Engineering	2%	\$ 35,200.00
12.00	General Mechanical Engineering	1%	\$ 17,600.00
13.00	General Electrical Engineering	4%	\$ 70,400.00
15.01	Land Surveying	3%	\$ 52,800.00
17.00	Engineering Construction Management	2%	\$ 35,200.00
Total Estimated Professional Fees		100%	\$1,760,000.00

The prime consultant must hold Technical Certifications 5.10 - Port and Waterway Systems – Transportation Systems Design and 6.01 – Water Distribution and Sanitary Sewage Collection and

Jack Osterholt
Deputy Mayor/Director
Page 3

Transmission Systems. 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 must demonstrate experience in five (5) projects performed in the State of Florida 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 for award of this solicitation will not be considered for any design-build projects, for which design criteria specifications are developed for PortMiami under this Agreement.

PortMiami will select two (2) consultant teams via two (2) separate Notices to Professional Consultants. The schedule for selection of a consulting team and subsequent award of a PSA under ISD Project No. E13-SEA-01 will precede the selection of a consulting team and subsequent award of a PSA under ISD Project No. E13-SEA-02. The Prime Consultant and/or subconsultants selected for award of a PSA under ISD Project No. E13-SEA-01 will not be considered for award of a PSA under ISD Project No. E13-SEA-02.

Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03, Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond Engineering Services, will not be considered for award of a PSA under ISD Project Nos. E13-SEA-01 and E13-SEA-02.

The CBE Goal recommendation is 25.00%. The Agreement will be in the approximate amount of \$1,760,000.00, which includes the 10% contingency, and shall remain in effect for a total of three (3) years with two (2), one-year options to extend. Should you have any questions, please feel free to contact Mrs. Isa Nunez, P.E., Chief of Engineering Services at (305) 347-4034.

Attachments

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

Contract/Project Title Civil Infrastructure Engineering Services
 Contract/Project No. E13-SEA-02 / 2013-025
 Description See attached Scope of Work
 Department Seaport Contact Isa Nunez Phone (305) 347-4034
 Estimated Cost 1 Agreement for \$1,760,000.00 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

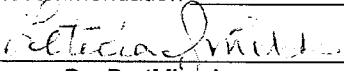
<u>CBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>	
<u>25.00%</u>	<u>N/A</u>	_____	
<u>Analysis for Goal Recommendation</u>			
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>5.10 Port & Waterway Systems – Transportation Systems Design (Prime)</u>	<u>\$ 528,000.00</u>	<u>30%</u>	_____
<u>6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime)</u>	<u>\$ 264,000.00</u>	<u>15%</u>	_____
<u>16.00 General Civil Engineering (Prime)</u>	<u>\$ 528,000.00</u>	<u>30%</u>	_____
<u>5.09 Port and Waterway Systems - Environmental Design</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>>3</u>
<u>8.00 Telecommunication Systems</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>>3</u>
<u>9.01 Drilling, Subsurface Investigations and Seismographic Services</u>	<u>\$ 70,400.00</u>	<u>4%</u>	<u>>3</u>
<u>9.02 Geotechnical and Materials Engineering Services</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>>3</u>
<u>10.01 Stormwater Drainage Design Engineering Services</u>	<u>\$ 88,000.00</u>	<u>5%</u>	<u>>3</u>
<u>11.00 General Structural Engineering</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>>3</u>
<u>12.00 General Mechanical Engineering</u>	<u>\$ 17,600.00</u>	<u>1%</u>	<u>>3</u>

RECOMMENDATIONS

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
<u>13.00 General Electrical Engineering</u>	<u>\$ 70,400.00</u>	<u>4%</u>	<u>>3</u>
<u>15.01 Land Surveying</u>	<u>\$ 52,800.00</u>	<u>3%</u>	<u>>3</u>
<u>17.00 Engineering Construction Management</u>	<u>\$ 35,200.00</u>	<u>2%</u>	<u>>3</u>
<u>Total</u>	<u>\$ 1,760,000.00</u>	<u>100%</u>	<u></u>

Basis for Recommendation _____



By: PortMiami

_____ Date to SBA/DPM

1 MIAMI-DADE SEAPORT DEPARTMENT (SEA)

2
3 PROFESSIONAL SERVICES AGREEMENT (PSA)

4
5 CIVIL INFRASTRUCTURE ENGINEERING SERVICES

6
7 ISD PROJECT NO. E13-SEA-02

8
9 PORTMIAMI PROJECT NO. 2013-025

10
11 SCOPE OF SERVICES

12
13 PortMiami is seeking consultant services from one (1) qualified consulting team to provide non-
14 exclusive comprehensive engineering services for the infrastructure and operational needs of
15 PortMiami, including engineering design and design criteria services for the repair and
16 rehabilitation, removal and replacement, and new construction of the Seaport's ancillary civil
17 (i.e. water, sewer, mechanical, electrical, telecommunications, etc.) infrastructure. The services
18 include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications;
19 other Mechanical, Electrical, Plumbing subsystems and pipelines; landside site development;
20 wharf access; intermodal areas; transportation infrastructure including roadways, parking
21 facilities, railways ramps, aprons; and dynamic message signage in support of commercial, cargo
22 and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new
23 construction civil infrastructure components for all or some of the following: Cruise Terminals;
24 Cargo Yards; Roadways; Portwide Infrastructure; Security; Stormwater and Sewer systems;
25 Cranes and Rail Upgrades; Cargo Gate Modifications; and all related infrastructure, building and
26 structure work ancillary to the basic work scope. Work scope will be assigned equitably by
27 PortMiami.

28
29 The scope of services will consist of the design phase services in support of the construction
30 document development for the program of improvements. This may also include design; system
31 implementation/integration; and commissioning support to implement civil infrastructure
32 improvements to final acceptance. The Consultant shall provide all services inclusive of: project
33 meetings; field investigations and data collection support; document review; drawings; design
34 technical specifications; special conditions; developing construction phasing plans (as needed);
35 construction staging areas; calculations; detailed construction cost estimates; project schedules;
36 design/system criteria; site and environmental assessments; surveys; conduct studies; civil
37 engineering associated with sewer and drainage systems; pump stations; structural and electrical
38 and water distribution engineering; value engineering; construction documents; coordination
39 with regulatory agencies during design permitting and construction activities;
40 bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a

41 prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives;
42 contamination assessments; remedial action plans; inspections; surface investigations and
43 underground inspections; subsurface drilling and geotechnical investigations; materials sampling
44 and testing; condition assessments; feasibility analysis; technical report presentations;
45 permitting; construction inspection services, including, but not limited to: review of shop
46 drawings, proposed substitutions and contractor's pay requests; change order analysis;
47 responding to Requests For Information; claims assistance; evaluation of existing equipment
48 condition; These professional services are required for multiple projects that will provide state of
49 the art facilities to support port operations that are evolving as the industry advances.

50

51 At the request of PortMiami, the Consultant shall respond, on short notice, to unforeseen events,
52 including but not limited to: berthing and cargo handling accidents; hurricane and other weather
53 related events that would necessitate the urgent production of infrastructure damage assessment
54 reports, including the development of emergency repair plans; specifications; cost estimates; and
55 regulatory agency notification and coordination.

56

57 All work shall be conducted to meet or exceed professional standards: comply with PortMiami
58 Security requirements, PortMiami Design Guidelines; and United States Customs and Border
59 Protection Cruise Terminal Design Standards (USCBP CTDS).

60

61 One (1) non-exclusive PSAs with a not-to-exceed compensation of \$1,760,000.00 PSA (which
62 includes 10% contingency), for an effective term of three years, plus two (2) one year options to
63 extend, will be awarded under this solicitation. These two (2) one year options to extend are
64 based solely on the approval of the County Mayor or County's Mayor designee.

65

66 Estimated Construction Value: \$16,046,154.

67

68 **Experience and Qualifications:**

69

70 The Prime Consultant must demonstrate experience in five (5) projects **performed in the State**
71 **of Florida** over the past ten (10) years of similar work as described above. The expertise must be
72 met by a qualified individual(s) of the prime firm. The experience must be demonstrated by
73 direct or substantial involvement of the individual(s) in a supervisory capacity at the Project
74 Manager level or above. The determination for the individual's qualifications and compliance
75 with the experience and qualifications shall be at the sole discretion of the County.

76

77 **1) The prime consultant and/or subconsultants selected for award of this solicitation will**
78 **not be considered for any design-build projects, for which design criteria specifications**
79 **are developed for PortMiami under this Agreement.**

80 2) PortMiami will select two (2) consultant teams via two (2) separate Notices to
81 Professional Consultants. The schedule for selection of a consulting team and
82 subsequent award of a PSA under ISD Project No. E13-SEA-01 will precede the
83 selection of a consulting team and subsequent award of a PSA under ISD Project No.
84 E13-SEA-02. The Prime Consultant and/or subconsultants selected for award of a PSA
85 under ISD Project No. E13-SEA-01 will not be considered for award of a PSA under
86 ISD Project No. E13-SEA-02.

87
88 3) Prime and sub-consultants selected for PSAs under ISD Project No. E11-SEA-03,
89 Program Management Consultant Services, and ISD Project No. E09-SEA-02, Bond
90 Engineering Services, will not be considered for award of a PSA under ISD Project Nos.
91 E13-SEA-01 and E13-SEA-02.

92

93 **1.06 A/E TECHNICAL CERTIFICATIONS**

94

95 5.10 Transportation Systems Design (Prime) - 30%

96 6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems (Prime) -
97 15%

98 16.00 General Civil Engineering (Prime) - 30%

99 **5.09 Environmental Design – 1%**

100 **8.00 Telecommunications Systems – 1%**

101 **9.01 Drilling, Subsurface Investigations – 4%**

102 **9.02 Geotechnical and Materials Engineering Services – 2%**

103 **10.01 Stormwater Drainage Design – 5%**

104 **11.00 General Structural Engineering – 2%**

105 **12.00 General Mechanical Engineering – 1%**

106 **13.00 General Electrical Engineering – 4%**

107 **15.01 Land Surveying – 3%**

108 **17.00 Engineering Construction Management – 2%**

109

110 *TCC listed for sub-consultant work will be recommended for a 25% CBE Goal*

111

Walters, Vivian (RER)

From: Smith, Leticia (Seaport)
Sent: Wednesday, July 31, 2013 5:36 PM
To: Walters, Vivian (RER)
Cc: Millan, Luisa M. (ISD); Johnson, Laurie (RER); Samuels, Faith (ISD)
Subject: RE: Request for Review - SBD Memo - Contract No. E13-SEA-02/Project No. 2013-025 Civil Infrastructure Engineering Services (2nd PSA)
Attachments: 073013_SBD Memo_E13-SEA-02.pdf

Hi Vivian:

Attached is the signed memo for the subject contract.

Regards, lcs

From: Millan, Luisa M. (ISD)
Sent: Friday, July 19, 2013 12:10 PM
To: Walters, Vivian (RER)
Cc: Clark, Veronica (RER); Johnson, Laurie (RER); Smith, Leticia (Seaport); Samuels, Faith (ISD)
Subject: FW: Request for Review - SBD Memo - Contract No. E13-SEA-02/Project No. 2013-025 Civil Infrastructure Engineering Services (2nd PSA)

Vivian,
This is a revised version of a previous submittal for your review.

Luisa M. Millan, R.A., I.D.
Director, Design and Construction Services Division
Internal Services Department
(305) 375-1100
lmillan@miamidade.gov

Delivering Excellence Everyday

From: Smith, Leticia (Seaport)
Sent: Friday, July 19, 2013 12:00 PM
To: Millan, Luisa M. (ISD)
Cc: Samuels, Faith (ISD); Nunez, Isa (Seaport); Hope, Becky (Seaport); Ng, Keith (Seaport)
Subject: Request for Review - SBD Memo - Contract No. E13-SEA-02/Project No. 2013-025 Civil Infrastructure Engineering Services (2nd PSA)

Good morning Luisa:

As promised, based on PortMiami's re-evaluation of the scope of work for E13-SEA-01 based on your comments provided on E13-SEA-04; attached are the revised documents (with no track changes) for this Contract, E13-SEA-02

Upon conclusion of your review and approval, please forward this one as well to SBD with your concurrence.

Regards, lcs

From: Millan, Luisa M. (ISD)
Sent: Wednesday, July 17, 2013 12:08 PM
To: Walters, Vivian (RER)