



November 6, 2014

To: CBE Architectural & Engineering Firms

Re: Professional Services Agreement Bond Engineering Services

Project No.: E14-PWWM-08

The above-referenced project is being considered for competition measures among Community Business Enterprise (CBE) firms. If you are interested in participating as a **CBE Prime** (in **Technical Categories 3.02 & 3.04**) or **CBE Sub-Consultant** (in **Technical Categories 3.03, 3.05, 3.07, 3.09, 3.10, 3.11, 3.12, 9.02, 10.10, 11.00, 12.00, 13.00, & 14.00**) perform work in connection with this project in, **please complete and return the attached Verification of Availability form and provide examples of work your firm have completed on similar projects as outlined in the attached project description, by 3:00pm, Monday November 10, 2014.**

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

The Verification of Availability form and examples of previous work (if any), may be sent via facsimile transmission (305) 375-3160 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 that reads "Vivian O. Walters, Jr." with a stylized flourish at the end.

Vivian O. Walters, Jr.

Contract Development Specialist II
Internal Services Department
Small Business Development Division
111 NW 1st Street #19 Floor
Miami, Fl 33128
walterv@miamidade.gov

' Office (305) 375-3138 | 6Fax (305) 375-3160

"Delivering Excellence Every Day"

Attachments

DESCRIPTION OF PROJECT

Project Title: Professional Services Agreement Bond Engineering Services

Project Number: E14-PWWM-08

Department: Public Works & Waste Management

Estimated Cost: \$3,000,000

Technical Categories:

TC No.	Description	Percentage	Amount
3.02	Highway Design	23%	
3.04	Traffic Engineering Studies	23%	
3.03	Bridge Design	10%	
3.05	Traffic Counts	4%	
3.07	Traffic Signal Timing	4%	
3.09	Signing, Pavement Markings, and Channelization	3%	
3.10	Lighting	4%	
3.11	Signalization	3%	
3.12	Underwater Engineering Inspections	15%	
9.02	Geotechnical and Materials Engineering Services	2%	
10.10	Coastal Process and Ocean Engineering	3%	
11.00	General Structural Engineering	2%	
12.00	General Mechanical Engineering	1%	
13.00	General Electrical Engineering	1%	
14.00	Architecture	2%	
Total Estimated Consultant Fees		100%	\$3,000,000

SCOPE OF SERVICES

Miami-Dade County Public Works and Waste Management Department (PWWM) requires professional bond engineering services from a qualified consultant to fulfill and perform the duties of a bond consultant as set forth in Bond Ordinance No. 13-110 (Bond Ordinance), Sections 208, 405, 501, 510, 702, 704, and 712. The services of a bond engineer (Engineer) are required as part of each bond agreement and associated financing documents. The independent Engineer is required to act on behalf of the bond-holders to execute a scope of service that consists of, but is not limited to, the following:

- Perform Management Financial Consulting Services and review of the Rickenbacker Causeway’s financial transactions and abilities, engineering decisions, and future plans.
- Perform an initial base line inspection of all the Rickenbacker Causeway facilities as identified in Exhibit A to document their condition and submit a report that indicates their condition based on ratings of poor, fair, good, or excellent; these ratings shall be used to determine if repairs are needed.
- Make recommendations for remedial action, if warranted, after each inspection of the Rickenbacker Causeway facilities identified in Exhibit A.

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

Are you able to satisfy the above stated “scopes of services”? Yes _____ No _____

- Perform annual inspections of the physical conditions of the Rickenbacker Causeway facilities, and prepare separate reports of the physical condition of the roadway, bridges and toll facilities to include the following:
 - Conduct a detailed mile-by-mile visual inspection of the roadway, bridges, sidewalks, shoreline and public access beaches, drainage structures and all appurtenances thereto such as lighting, signage, pavement striping, and marking, entry and exit gates, toll plaza structures, buildings, public restrooms, and toll equipment. As a part of this inspection, photographs will be taken of problem areas that need continuous monitoring and/or corrective action.
 - Conduct, at minimum, a yearly structural inspection of bridges and submit the completed Engineer’s inspection forms to PWWM along with the annual report that will summarize the Engineer’s opinion concerning the conditions of the facilities.
 - Inspect structures located within the Rickenbacker Causeway inventory (Exhibit A) in compliance with federal regulations such as the National Bridge Inspection Standards, Code of Federal Regulations (CFR), Title 23, Part 650, Subpart C; Title XXVI, Section 335.074, Florida Statutes; State of Florida Department of Transportation Rules Chapter 14-48.0011, F.A.C., Inspection Bridges; and OSHA 29 CFR, Part 1926, Subpart C.

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

**• Are you able to satisfy the above stated “scopes of services”?
Yes _____ No _____**

- Review the latest available bridge inspection reports prepared by the Florida Department of Transportation (FDOT) and any other agency.
- Generate recommendations, approvals, and/or certifications as required in the Bond Ordinance.
- Conduct annual Traffic and Revenue Study.
- Review and analyze, on a continuing basis, PWWM’s monthly traffic revenue and expense statements for the Rickenbacker Causeway toll facility, as well as other traffic reports, information and data furnished by PWWM.

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

Are you able to satisfy the above stated “scopes of services”? Yes _____ No _____

- Prepare and submit to PWWM bi-yearly 12 copies of a report of the traffic, operation and revenue aspects of the Rickenbacker Causeway toll facility; the reports shall compare the results of the current year’s operation with the previous year’s operation, as well as the forecasts contained in the Official Statement of Series 2013 Bonds or successors for the toll facility.
- Conduct a detailed annual inspection of beach erosion on the improved beaches within the public right of way on Hobie Island and Virginia Key and provide recommendations for corrective actions.
- Provide expert testimony in judicial or quasi-judicial proceedings regarding toll revenues and existing or proposed revenue producing facilities.
- Make recommendations for advisable revisions or modifications and determination of the amount that shall be deposited on an annual basis into the Renewal, Replacement, and Improvement Fund in accordance to Section 704 of the Bond Ordinance for inclusion in the Annual Budget.
- Make recommendations on the amount of insurance that PWWM should carry to cover replacement costs arising from damage to or destruction of part or all of the transportation facilities as defined by the Resolution in accordance with Section 706 of the Bond Ordinance and subsequent supplemental resolutions, comprehensive public liability insurance covering bodily injury and property damage, and any other coverage that PWWM may deem necessary.

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

**• Are you able to satisfy the above stated “scopes of services”?
Yes _____ No _____**

- Prepare a Consulting Engineer’s Report setting forth the findings by review of reports and site observations that the Rickenbacker Causeway has been maintained in good repair and working order, as well as provide advice on proper maintenance and operation.
- Attend meetings with PWWM staff, consulting engineers, officials of the Bond Finance Committee or any other person(s) as deemed necessary by PWWM upon request.
- Provide general engineering support for the Rickenbacker Causeway as needed, including, but not limited to, future bond feasibility report services, origin and destination studies, traffic surveys, financial feasibility study, and toll rate structure study.
- **Do you have prior experience satisfying the above stated? Yes _____ No _____**
- **Are you able to satisfy the above stated “scopes of services”?**
Yes _____ No _____

Minimum Experience and Qualifications

Prime:

The Prime must be certified in **(3.02 & 3.04)**

Are you? **Yes** _____ **No** _____

EXPERIENCE AND QUALIFICATIONS

- a. The Prime must have a minimum of five (5) years of experience performing bond engineering services for a government entity, or for a comparable toll road with revenues in excess of \$10M annually within the last ten (10) years from the date of this solicitation.

Do you have prior experience satisfying the above stated?

Yes _____ **No** _____

- b. The Prime must have a minimum of five (5) years of engineering experience in the field of road and bridge inspection and maintenance within the last ten (10) years from the date of this solicitation.

Do you have prior experience satisfying the above stated?

Yes _____ **No** _____

- c. The Prime must have a minimum of five (5) Traffic and Revenue Studies completed for a comparable toll road with revenues in excess of \$10M annually within the last ten (10) years from the date of this solicitation.

Do you have prior experience satisfying the above stated?

Yes _____ **No** _____

Sub-Consultant:

(The following is **not** required for subs; however, if you meet the requirements, please check as applicable and submit projects of a similar scope along with the verification of availability pg. 2; If not, just complete **Pg. 2**).

The Prime and/or sub-consultants must have a minimum of five (5) years of engineering experience in the field of road and bridge inspection and maintenance within the last ten (10) years from the date of this solicitation

Do you have prior experience satisfying the above stated?

Yes _____ No _____

Are you able to satisfy the above stated “scopes of services”/minimum requirements?

Yes _____ No _____

The Prime and/or sub-consultants must have a minimum of five (5) Traffic and Revenue Studies completed for a comparable toll road with revenues in excess of \$10M annually within the last ten (10) years from the date of this solicitation.

Do you have prior experience satisfying the above stated?

Yes _____ No _____

Are you able to satisfy the above stated “scopes of services”/minimum requirements?

Yes _____ No _____

NOTE – VERY IMPORTANT

The Prime consultant and/or sub-consultant with a current agreement or an open work service order with PWWM for design and/or construction management services for the Rickenbacker Causeway will not be considered for award under this solicitation. In addition, the Prime consultant and/or sub-consultant selected for this solicitation will not be allowed to propose or be considered for any design projects for the Rickenbacker Causeway for PWWM during the effective term of this Bond Engineering Services agreement.

Do you currently have an “Agreement” with PWWM? (As described above)

Yes _____ No _____

Professional Services Agreement Bond Engineering Services

E14-PWWM-08 - Verification of Availability

November 6, 2014

Please complete the following “**Reference Requirements**”:

Project Title:

Client Name

Contact No.:

Scope Description:

Project Title:

Client Name

Contact No.:

Scope Description:

Project Title:

Client Name

Contact No.:

Scope Description:
