

Memorandum



Date: October 30, 2014

To: Lester Sola, Director
Internal Services Department

From: Bill Johnson, Director
Miami-Dade Water and Sewer Department

Subject: Review Item: Professional Cost Estimating and Scheduling Services
Project No. E14-WASD-02

A handwritten signature in black ink, appearing to read "Bill Johnson", written over the printed name in the "From:" field.

The Miami-Dade Water and Sewer Department (WASD) is requesting that the subject project be reviewed for Community Business Enterprise (CBE) and Small Business Enterprise (SBE) measures, in order to proceed with the advertisement and subsequent consultant selection for this project.

WASD intends to retain one (1) qualified consultant under a Non-Exclusive Professional Services Agreement (PSA) with an eight (8) year term with one (1) year four (4) year option-to-renew. Maximum compensation for the initial eight (8) year term is ten million (\$10,000,000.00). Another five million (\$5,000,000.00) for the four (4) year renewal period may be granted at the County's sole discretion. No minimum amount of work or compensation will be assured to the retained consultant.

The firms providing these services must be certified in the following technical categories and the respective percentages of the disciplines as indicated below:

A/E TECHNICAL CERTIFICATION REQUIREMENTS

Prime

- 6.01 Water Distribution and Sanitary Sewage Collection and Transmission Systems
- 6.02 Major Water and Sanitary Sewage Pumping Facilities
- 6.03 Water and Sanitary Sewage Treatment Plants
- 17.00 Engineering Construction Management

Prime and/or Subconsultants

- 18.00 Architectural Construction Management
- 19.06 Value Analysis & Life-Cycle Costing –Water & Sanitary
- 26.00 Claims Analysis Services

Breakdown

Technical Categories	Description	Percentage	
		Category %	CBE %
6.01 PRIME	Water Distribution and Sanitary Sewage Collection and Transmission Systems	15	3
6.02 PRIME	Major Water and Sanitary Sewage Pumping Facilities	15	3
6.03 PRIME	Water and Sanitary Sewage Treatment Facilities	15	3
17.00 PRIME	Engineering Construction Management	20	6
18.00	Architectural Construction Management	5	1
19.06	Value Analysis and Life-Cycle Costing – Water and Sanitary Systems	20	5
26.00	Claims Analysis Services	10	4
	Total	100%	25%

Minimum Experience and Qualifications

- A. The Prime Consultant must demonstrate five (5) years from the date of this solicitation of successful and verifiable experience in providing cost estimating and scheduling services.
- B. The Prime Consultant must demonstrate experience in the fields of forensic scheduling, cost estimate validation, change order management, cost estimating, CPM scheduling, claims management, and dispute resolution. The firm should be up to date with the latest versions of scheduling and estimating industry software such as Primavera, Claim Digger, Microsoft Project, BIM 4D, Hard Dollar.
- C. The Prime and/or the Subconsultants must have successfully completed at least one (1) cost estimating or scheduling project, in excess of five hundred million dollars (\$500,000,000.00) from the date of this solicitation.
- D. The Principals and/or senior staff assigned to this engagement shall have one (1) or more of the following credentials: Certified Cost Engineer (CCE), Planning and Scheduling Professional (PSP), and Project Management Professional (PMP) through Project Management Institute (PMI), American Association of Cost Engineering (AACE) or a similar professional association.

Experience and knowledge of the South Florida construction market is preferred.

Prime Consultants selected under Project No. E13-WASD-01R (Consent Decree), E13-WASD-02R (Pump Station Improvement Program) and E13-WASD-11 (Ocean Outfall Legislation) are excluded from participating under this solicitation.

The Prime Consultant selected for award of this solicitation will not be considered for any future WASD design projects under this PSA for the duration of the contract term and any option-to-renew periods.

WASD is recommending a 25% CBE goal participation and .05% SBE goal recommendation under category 96121 "Cost Estimating" for this PSA. Attached is WASD's Departmental Input Worksheet and the Notice to Professional Consultants for your review and approval. Should you have any questions, please contact Patty David, Chief, Intergovernmental Affairs Section at pattyd@miamidade.gov or (786) 552-8040.

Attachments

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Contract/Project Title: Professional Cost Estimating and Scheduling Services

Contract/Project No. E14-WASD-02

Description: Professional Cost Estimating and Scheduling

DEPARTMENT: Miami-Dade Water and Sewer Department **CONTACT:** Patty David

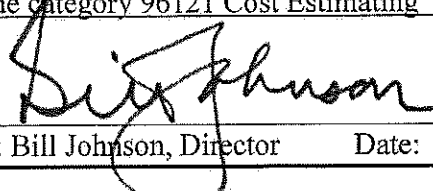
PHONE: (786) 552-8040

Estimated Cost: \$10 million for the initial eight (8) year contract term and \$5 million for the four (4) year renewal period.

ANALYSIS

Commodity/Service No. _____	SIC: _____	
Trade/Commodity/Service Opportunities		
<u>Contract/Project History of Previous Purchases for Previous Three (3) Years</u> Check Here if this is a New Contract/Purchase with no 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> 25 %	<u>BID PREFERENCE</u> _____	<u>NO MEASURE</u> _____	
<u>SBE GOAL</u> .05 %	<u>BID PREFERENCE</u> _____	<u>NO MEASURE</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>
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
Total:	\$ _____	_____	_____
<p>Basis for Recommendation: WASD proposes that the goal can be achieved with CBE firms assisting with 6.01 – 3%, 6.02 – 3%, 6.03 – 3%, 17.00 – 6%, 18.00-1%, 19.06- 5%, and 26.00-4 and .05% SBE firms under trade category 96121 Cost Estimating _____</p>			
			
By: Bill Johnson, Director	Date: 10/30/14	Internal Services Department	Date: _____

**MIAMI-DADE COUNTY
NOTICE TO PROFESSIONAL CONSULTANTS
MIAMI-DADE WATER AND SEWER DEPARTMENT
PROFESSIONAL PROJECT CONTROLS AND COST ESTIMATING SERVICES
PROJECT NO. E14-WASD-02**

The County Mayor, Miami-Dade County, pursuant to Chapter 287.055, Florida Statutes, Sections 2-8.1 and 2-10.4 of the Miami-Dade County Code, Implementing Order 3-34, and Administrative Order 3-39, announces that the Miami-Dade Water and Sewer Department will require one (1) qualified consultant to provide professional cost estimating, project control and scheduling services.

The Miami-Dade Water and Sewer Department (WASD), manages its Capital Improvement Program (CIP) construction program and requires the services of an experienced and qualified firm to provide professional cost estimating, project controls and scheduling services to ensure that all of the other CIP projects (not related to Consent Decree, Ocean Outfall Legislation and/or PSIP Programs) are accurately budgeted, funded, monitored and scheduled. Services will be required for all of the other CIP projects that are being implemented, including Growth and Development, Renewal & Replacement, Infiltration & Inflow among other CIP projects related water and sewer requirements.

The services to be provided by the Consultant will be related to and be used in association with current construction projects, projects in design, projects in planning, and proposed construction projects, such projects being a part of the County's infrastructure system and its CIP. The Consultant will be tasked with the responsibility to prepare, update and validate on an on-going basis the Overall Program Schedule (OPS) for all of WASD's CIP projects; and also at the request of WASD, at any given time, the Consultant may be required to provide specific services for one (1) or more than one (1) project. The Consultant will also be required to evaluate construction claims arisen for any of the other CIP projects managed by in-house staff as directed by WASD.

Services to be provided by the Consultant may include, but are not limited to, the following:

- A. Prepare project estimates at various stages of construction, establish budgets, prepare cost escalations, analyze bids, assess proposals, participate in negotiations, and support project coordination, pre-construction services and administration;
- B. Prepare and analyze project schedules using Primavera Project Planner latest version, and other software as required, at various levels of planning, funding, design and construction. The Consultant will support the development of the Overall Program Schedule (OPS); individual contract schedules, requirements, review contractors' schedules, delay claims and time impact analyses;
- C. Provide cost and cash flow projections for funding needs;
- D. Assist in providing data for official statements for bond offerings;
- E. Support modification of procedures, processes and systems to meet evolving needs and departmental goals;
- F. Analyze monthly schedules, track progress and timely completion of construction projects and prepare recommendations as a result of such analyses;
- G. Recommend language to be included in the contract documents relating to schedules, payments and claims to allow for project completion;
- H. Upon request of WASD, analyze/evaluate claims arising from the design and construction of projects including, but not limited to, the following services:
 1. Review and organize relevant project schedules, cost estimates, and claim information;
 2. Prepare and present reports, diagrams, sketches, illustrations, and spreadsheets;
 3. Identify crucial documents to assist in claims processing;

4. Analyze the impact of delays, inefficiencies, interferences and schedule accelerations by use of claims analysis methodologies such as windows or time impact analyses;
5. Prepare project schedules (as planned, as built and as adjusted);
6. Formulate cost estimates for disputed items;
7. Prepare detailed reviews of existing projects, costs and contractor/consultant costs regarding performance, problems and delays;
8. Prepare a chronological list of major problems and delays segregated by cause (owner, contractor or other);
9. Calculate damages and assisting in development of back charges;
10. Write technical reports, prepare evidentiary tools, design and construct demonstration models.
11. Review and coordinate claim findings with WASD staff;
12. Recommend procedures to be undertaken to minimize the impacts of continuing actions for which claims have been asserted; and
13. Participate in meetings and provide WASD staff, as it relates to contractor claims.

Prime Consultants selected under Project No. E13-WASD-01R (Consent Decree), E13-WASD-02R (Pump Station Improvement Program) and E13-WASD-11 (Ocean Outfall Legislation) are excluded from participating under this solicitation.

The Prime Consultant selected for award of this solicitation will not be considered for any future WASD design projects under this PSA for the duration of the contract term and any option-to-renew periods.

WASD intends to retain one (1) qualified Consultant under a non-exclusive Professional Services Agreement (PSA) with an eight (8) year initial term; and one (1) four (4) year option-to-renew at the County's sole discretion will be awarded under this solicitation. Maximum compensation not-to-exceed for the initial eight (8) year term is ten million (\$10,000,000.00). Another five million (\$5,000,000.00) for the optional four (4) year renewal period which may be granted only at the County's sole discretion, with the same terms and conditions contained herein, unless terminated under the provisions contained in the PSA. No minimum amount of work or compensation will be assured to the retained Consultant. The County reserves the right to re-use the work products of the retained consultant and to retain other consultants to provide the same or similar services at its sole discretion.

TECHNICAL CERTIFICATION REQUIREMENTS

Prime

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6.03 PRIME	Water and Sanitary Sewage Treatment Facilities	15%	3%
17.00 PRIME	Engineering Construction Management	20%	6%
18.00	Architectural Construction Management	5%	1%
19.06	Value Analysis & Life-Cycle Costing – Water & Sanitary	20%	5%
26.00	Claim Analysis Services	10%	4%
	Totals	100%	25%

WASD is recommending a .05% SBE goal participation under trade category 96121 under this solicitation with a firm that demonstrates the minimum experience and qualifications listed below.

Minimum Experience and Qualifications

- A. The Prime Consultant must demonstrate five (5) years from the date of this solicitation of successful and verifiable experience in providing cost estimating and scheduling services.
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