



August 5, 2015

Project No: **E15-WASD-03A & E15-WASD-03B**
Engineering Design And Related Services For The Design Of Small Diameter Water And Wastewater Pipelines For The Water And Sewer Department's Wastewater And Water Collection, Transmission And Distribution System

The above-referenced contracts are being considered for small business contract measures. **PLEASE NOTE THAT YOUR PARTICIPATION IN THE AVAILABILITY TO PROPOSE PROCESS IS VITAL IN ORDER FOR SMALL BUSINESS MEASURES TO BE PLACED ON THESE PROJECTS.** If your firm is interested in participating as a **SBE-A&E Prime** (certified in **Technical Categories 6.01, & 17.00**) or **SBE-A&E Sub-Consultant** (certified in **Technical Categories 6.01, 15.01, 16.00 &/or 17.00**) to perform services in connection with these contract, please complete and return the attached Verification of Availability letter by **12:00PM, MONDAY, AUGUST 10, 2015.**

The letter of availability may be sent **via email to twj@miamidade.gov** or **facsimile transmission to (305) 375-3160**. If you have any questions, please contact me at (305) 375-3123.

Sincerely,

Tyrone White
Contract Certification Specialist
Small Business Development Division
Miami-Dade County Internal Services Department
Phone: (305) 375-3123
Fax: (305) 375-3160
Email: twj@miamidade.gov



Please familiarize yourself with SBD's Website: <http://www.miamidade.gov/smallbusiness/>

VERIFICATION OF AVAILABILITY

INTERNAL SERVICES DEPARTMENT (ISD)
SMALL BUSINESS DEVELOPMENT (SBD) DIVISION
COMMUNITY SMALL BUSINESS ENTERPRISE PROGRAM
111 N.W. 1ST STREET, 19th FLOOR
MIAMI, FLORIDA 33128
PHONE: 375-3111 FAX: 375-3160

CONTRACT SPECIALIST: Tyrone White

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: Engineering Design And Related Services For The Design Of Small Diameter Water And Wastewater Pipelines For The Water And Sewer Department's Wastewater And Water Collection, Transmission And Distribution System

E15-WASD-03A & E15-WASD-03B

E15-WASD-03A ESTIMATED AMOUNT: \$3,300,000 (8 agreements, \$3,300,000 each)

E15-WASD-03B ESTIMATED AMOUNT: \$4,400,000 (2 agreements, \$4,400,000 each)

*****CHECK BELOW IF YOU ARE RESPONDING AS A PRIME OR SUB-CONSULTANT & INDICATE WHICH PROJECT YOU ARE INTEREST IN PARTICIPATING ON (1 or Both)*****

PRIME – Must be certified in 6.01 & 17.00

(Check If Your Firm Is Certified In Both TC's) - _____

SUB-CONSULTANTS – (Check Each Applicable Category)

6.01 _____ 15.01 _____ 16.00 _____ 17.00 _____

CONTRACT E15-WASD-03A _____ CONTRACT E15-WASD-03B _____

NAME OF SMALL BUSINESS ENTERPRISE - A & E FIRM CERTIFICATION EXPIRATION DATE

ADDRESS

CITY

ZIP CODE

Telephone: (____) _____ - _____

Bonding Capacity: N/A

PRINT NAME AND TITLE

SIGNATURE OF COMPANY REPRESENTATIVE

DATE

DESCRIPTION OF PROJECT

Project Title: Engineering Design And Related Services For The Design Of Small Diameter Water And Wastewater Pipelines For The Water And Sewer Department's Wastewater And Water Collection, Transmission And Distribution System

Project Numbers: E15-WASD-03A & E15-WASD-03B

Department: Miami-Dade Water & Sewer Dept.

E15-WASD-03A ESTIMATED AMOUNT: \$3,300,000 (8 agreements, \$3,300,000 each)

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Technical Categories:

Technical Category (TC)	Description	TC Percentage
6.01 Prime	Water And Sanitary Sewer Systems - Water Distribution And Sanitary Sewage Collection And Transmission Systems	69%
17.00 Prime	Engineering Construction Management	11%
15.01	Surveying And Mapping – Land Surveying	5%
16.00	General Civil Engineering	15%
	TOTAL	100%

BACKGROUND

WASD is seeking eight (8) engineering firms to provide engineering design and related services for the design of small diameter water and wastewater pipelines for WASD's wastewater and water collection, transmission and distribution systems. A detailed scope of services is attached as "Notice to Professional Consultants." The term for each Non-Exclusive Professional Services Agreement (PSA) is six (6) years with a two (2) year option-to-renew. Maximum compensation is \$3,000,000, plus a ten percent (10%) contingency allowance in accordance with Ordinance 00-65. No minimum work or compensation will be assured to the retained consultants.

SCOPE OF SERVICES

WASD will require engineering services for utility design, including planning and permitting assistance during construction for system upgrades to small water and sewer pipelines. The projects could be for the rehabilitation or replacement or for new water distribution and sewage collection and transmission facilities with pipe diameters less than 36-inches in diameter.

The scope of services consists of complete design services, which includes but is not limited to, performing preliminary route analysis, site investigations, surveying, maintenance of traffic plans, hydraulic analysis, coordination with other utilities, coordination with other municipalities and the public, preparation of design reports, preparation of drawings and contract specifications, preparation of design-build criteria packages, assistance during the permitting and procurement phases, and engineering support during construction. Engineering support during construction is anticipated to include, but is not limited to periodic site inspections, attendance at meetings, review of shop drawings, responding to requests for information, reviewing claims and potential change orders, reviewing contract schedules and schedule of values, and reviewing as-built drawings.

Project coordination services are anticipated to include, but are not limited to, establishing a plan to implement projects, establishing and tracking project schedules, budgets and deadlines, preparing status reports and attending meetings as requested.

Is your firm able to satisfy the contract's scopes of service(s)?

Yes ____ **No** ____

Does your firm have experience satisfying similar scopes of service(s)?

Yes ____ **No** ____

(If yes, please provide a resume or list your firm's prior experience on the last page)

Prime Minimum Requirements

1. The Prime Consultant submitting shall be a full service engineering firm experienced in the design, permitting and construction management of water transmission systems, and wastewater transmission systems.
2. The Prime Consultant should demonstrate their successful experience with design, permitting and construction management of various types of pipe materials including polyvinyl chloride, high density polyethylene, concrete pressure pipe, and ductile iron.
3. The Consultant team should demonstrate their successful design experience with both micro-tunneling and horizontal directional drilling, with the Prime Consultant providing the experience in at least one (1) of the aforementioned trenchless technologies. The Prime Consultant shall provide a list of members of the proposed design team, identifying the overall design manager(s), and the team leaders for key design specialties.
4. The Prime Consultant shall provide descriptions of at least one (1) successfully designed, constructed and operating major new or upgraded water transmission pipeline and wastewater collection and wastewater transmission pipeline in which the Prime Consultant has served as the designer. For projects which the Prime Consultant has served as the design consultant, the Prime Consultant shall provide the name and contact information for a Utility Executive with the Utility they served as the design consultant who can confirm their role. The descriptions shall include the client (i.e., municipality or agency), key project staff, the project name, a summary of the work performed, the contract amount, the schedule (to include start and completion dates), the specific role of the prime firm, the achievements (e.g., projects delivered on schedule, dollars saved, innovative designs implemented, new technology utilized), and a client reference and contact information.

Is your firm certified in 6.01 & 17.00?

Yes ____ **No** ____

Is your firm able to meet the requirements of the Prime?

Yes ____ **No** ____

Has your firm successfully designed, constructed and operating major new or upgraded water transmission pipeline and wastewater collection and wastewater transmission pipeline in which the Prime Consultant has served as the designer? If yes, please submit a copy of your firm's resume or list your firm's history of "Projects with Similar Scopes of Services" on the last page.

Yes ____ **No** ____

SUB-CONSULTANT MINIMUM REQUIREMENTS

1. The Sub-consultants shall provide a description of at least one (1) project that is relevant to this Scope of Work specific to their proposed responsibilities. The descriptions shall include

the client (i.e., municipality or agency), key project staff, a summary of the work performed, the contract amount, the schedule (to include start and completion dates), and the specific role of the sub-consultant firm, the project's achievements, and client reference and contact information.

Is your firm able to meet the requirements of the Sub?

Yes ____ **No** ____

Has your firm completed at least one (1) project with a scope of service similar to that requested under this contract? If yes, please submit a copy of your firm's resume or list your firm's history of "Projects with Similar Scopes of Services" on the last page.

Yes ____ **No** ____

Consultant Qualifications Questionnaire

This questionnaire will assist SBD in identifying the qualified consultants that "comply" to perform the aforementioned scope of service(s). Indicate yes "Y" or no "N" on the empty line on the left side of this questionnaire and forward it completely filled out to this e-mail address: twj@miamidade.gov or via fax (305) 375-3160 attention Mr. Tyrone White.

_____ Proposer (PRIME) has experience completing projects with a similar size and scope as this project, meets the requirements to qualify and can perform the services as required.

_____ Sub-consultant (SUB) has experience completing projects of similar size and scope, and can perform the service(s) as required.

_____ Proposer/Subcontractor (Proposer/SUB) DOES NOT have experience completing projects with similar size and scope as this project and DOES NOT meet the requirements as indicated in the contract.

I certify that to the best of my knowledge all the information provided is verifiable and correct.

COMPANY NAME: _____

NAME OF REPRESENTATIVE: _____

TITLE: _____ SIGNATURE: _____

TELEPHONE NUMBER: _____ E-Mail Address: _____

PLEASE LIST YOUR FIRMS HISTORY OF SIMILAR PROJECTS, REASON(S) WHY YOUR FIRM DOES NOT MEET THE EXPERIENCE REQUIREMENTS (IF APPLICABLE) AND ANY COMMENTS YOU MAY HAVE ON THE NEXT PAGE

SIMILAR PROJECTS AS PRIME OR SUB-CONTRACTOR

Please submit your firm's resume or list your firm's history of "Projects with Similar Scopes of Services" below:

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):

Project Title: _____

Client Name: _____

Contact #: (____) _____ - _____ / _____

Contract Amount: \$ _____

Scope of Service(s):

REASONS & COMMENTS
