



July 20, 2015

3 PSA : E15-WASD-10 E15-WASD-11 & E15-WASD-12 Engineering Services For The Proposed Upgrades To The Miami-Dade Central/North/South District Wastewater Treatment Plant And It's Appurtenant Facilities

The 3 above-referenced professional service agreements are being considered for small business contract measures. **PLEASE NOTE THAT YOUR PARTICIPATION IN THE AVAILABILITY TO PROPOSE PROCESS IS VITAL IN ORDER FOR A SMALL BUSINESS MEASURE TO BE PLACED ON THIS PROJECT.** If you are interested in participating as a **SBE-A&E Proposer** (certified in **Technical Categories 6.03, 11.00, 12.00, 13.00, 16.00 & 17.00**) or **SBE-A&E Sub-Consultant** (in **Technical Categories 6.01, 6.03, 10.09, 11.00, 12.00, 13.00, 15.01, 16.00 &/or 17.00**) to perform services in connection with these projects. Please complete and return the attached Verification of Availability letter by **2:00PM, THURSDAY, JULY 23, 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 Services For The Proposed Upgrades To The
Miami-Dade Central/North/South District Wastewater
Treatment Plant And Its Appurtenant Facilities

E15-WASD-10, E15-WASD-11 & E15-WASD-12

CONTRACT ESTIMATED AMOUNT: 3 Agreements, \$8,000,000.00 Each

*****CHECK BELOW IF YOU ARE RESPONDING AS A PRIME OR SUB-CONSULTANT*****

PRIME – Must be certified in 6.03, 11.00, 12.00, 13.00, 16.00 & 17.00

(Check If Applicable) - _____

(Must be certified in all 6 Technical Categories)

SUB-CONSULTANTS – (Check Each Applicable Category)

6.01 ___ **6.02** ___ **6.03** ___ **10.09** ___ **11.00** ___
12.00 ___ **13.00** ___ **15.01** ___ **16.00** ___ **17.00** ___

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 Services For The Proposed Upgrades To The Miami-Dade Central/North/South District Wastewater Treatment Plant And Its Appurtenant Facilities Including Pump Stations 1 And 2

Project Number: E15-WASD-10 (Central), E15-WASD-11 (North) & E15-WASD-12 (South)

Department: Miami-Dade Water & Sewer Dept.

Estimated Cost: \$8,000,000.00 / each

Technical Categories:

Technical Categories (TC)	Description	Percentage
		TC %
6.03 PRIME	Water and Sanitary Sewage Treatment Facilities	22%
11.00 PRIME	General Structural Engineering	13%
12.00 PRIME	General Mechanical Engineering	15%
13.00 PRIME	General Electrical Engineering	15%
16.00 PRIME	General Civil Engineering	10%
17.00 PRIME	Engineering Construction Management	14%
6.01	Water Distribution and Sanitary Sewage Collection and Transmission Systems	3%
6.02	Major Water and Sanitary Sewage Pumping Facilities	3%
10.09	Wellfield, Groundwater, and Surface Water Protection and Management	3%
15.01	Land Surveying	2%
	Total	100%

SCOPE OF SERVICES

The scope of work consists of, but is not limited to, renewal and replacement projects for the plant's existing facilities including, evaluation of existing equipment condition, capacity and useful life expectancy, as well as preparation of a prioritized rehabilitation or replacement schedule and related design services. In addition, engineering may include design services for selected plant upgrades and/or renovations. Engineering services during the design phase may include performing preliminary site investigations, surveying, hydraulic modeling and analysis, coordination with other utilities, preparation of design reports, preparation of drawings, and contract specifications for structural, mechanical and electrical projects. Services during the permitting and procurement phases may include obtaining dry-run permits and participation in obtaining final environmental and building permits. Construction management services are required to provide technical support during construction, including site inspections and attendance at meetings, review of shop drawings, processing payment requisitions, responding to information requests, review of claims and potential change orders, review of contract schedules and schedule of values, and review of as-built drawings. Project coordination services are anticipated to include, establishing a plan to implement projects, establish and track project schedules, budgets and deadlines, prepare status reports and attend meetings as requested.

Additional tasks are anticipated to include:

- a. Evaluation and formulation of plans for improving or optimizing the treatment processes including designing and conducting pilot studies.
- b. Conducting studies and providing recommendations related to improving plant operations and efficiency including safety, staffing, energy conservation, security,

biosolids management, corrosion control and asset management issues. This includes site-specific staff training, preparation of operation and maintenance manuals and operational practices manuals.

- c. Provide services for evaluation of regulatory requirements including preparation of compliance documents and reports.
- d. Provide technical support and assistance for computer system data integration with the programs and systems currently utilized. Provide assistance in selecting and procuring software and hardware enhancements.

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

Yes _____ No _____

Do you have experience satisfying the “scope of services”?

Yes _____ No _____

(If yes, please list prior experience on the next page)

Prime Minimum Requirements

A Prime Consultant submitting a proposal must be experienced in all phases of wastewater engineering, including design, permitting, construction, and operation and maintenance of wastewater treatment and disposal systems.

The Prime Consultant should also have experience with design and commissioning of wastewater treatment plant upgrades of similar scope and complexity. 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 (process-liquid stream treatment, process-biosolids treatment, civil, structural, mechanical, electrical and instrumentation) and the specific role each one of them will perform.

The Prime Consultant shall have successfully designed, and constructed at least one (1) major new or upgraded wastewater treatment plant(s) of similar size and scope as in this solicitation, which is currently in operation and in which the Prime Consultant was the designer. For projects which the Prime Consultant has served as the design consultant, the 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. All work with WASD of a similar nature should likewise be described to assure familiarity with WASD’s system.

The Prime must be certified in **(6.03, 11.00, 12.00, 13.00, 16.00 & 17.00)**. Are you?

Yes _____ No _____

Are you able to meet the requirements of the Prime?

Yes _____ No _____

Sub-consultant Minimum Requirements

The Sub-consultants shall have at least one (1) project(s) 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), the specific role of the Sub-consultant firm, the project’s achievements, and client reference and contact information. All work with WASD of a similar nature should likewise be described to assure familiarity with WASD’s system.

Are you able to meet the requirements of the Sub-consultant?

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
