

Memorandum



Date: January 30, 2019

To: Gary Hartfield, Division Director
Internal Services Department, Small Business Development Division


From: Kenneth Robertson, Director *Kenneth Robertson*
Jackson Health System, Procurement Construction Services

Subject: Review Item: Structural Remediation and 40-Year Survey Engineering Services for Various Jackson Health System Facilities; E19-JHS-01

It is recommended that the Small Business Development division of the Internal Services Department review the attached request for Small Business Enterprise – Architectural & Engineering Services (SBE-A/E) measures for the above-mentioned project, in order to proceed with the advertisement and subsequent consultant selection for this project.

JHS intends to award one or more Professional Services Agreements (PSAs) from the above-referenced solicitation. Please review the attached Exhibit A, Scope of Services, for detailed information regarding the project scope.

Firms providing architectural / engineering services must be certified in the following technical categories and the respective percentages of the disciplines as indicated below:

		JMH Structural Remediation and 40-Year Surveys	
Technical Category No.	Description	Total %	SBE-A/E%
11 Prime	General Structural Engineering	50.00	50.00
17 Prime	Engineering Construction Management	25.00	25.00
13	General Electrical Engineering	15.00	15.00
14	Architecture	10.00	10.00
TOTALS		100.00	100.00
SBE-A/E Total		\$800,000	

JHS is recommending SBE-A/E participation goals to be assigned as shown in the percentages in the above table. Attached is JHS's Departmental Input Worksheet and SBE-A/E minimum requirements for your review and approval.

Projected SBE participation:

Total Project Cost: \$8,000,000.00

Total Estimated A/E Fees (10% of Project Cost):\$800,000.00

SBE Participation: \$800,000.00

If you have any questions, please contact Kenneth Robertson, Director of Procurement, Construction Services, Jackson Health System, at kenneth.robertson@jhs-miami.org or (305) 585-7415.

DEPARTMENTAL INPUT
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

Contract/Project Title: Structural Remediation and 40-Year Survey Engineering Services for Various Jackson Health System Facilities

Contract/Project No. E19-JHS-01

Description: Scope of Services entails professional engineering services in support of construction improvements to various JMH facilities and parking garages to comply with 40-Year Survey requirements.

DEPARTMENT: Jackson Health System **CONTACT:** Kenneth Robertson **PHONE:** (305) 585-7415

Estimated Cost: \$800,000.00 **Funding Source:** JHS Annual Capital Contribution

ANALYSIS

Commodity /Service No. _____ SIC: _____

Trade/Commodity/Service Opportunities

Contract/Project History of Previous Purchases for Previous Three (3) Years

Check Here XXX if this is a New Contract/Purchase with no Previous History

Existing

2nd Year

1st Year

Contractor	_____	<input type="checkbox"/>	_____	_____
Ethnicity/Race	_____		_____	_____
Gender	_____		_____	_____
Contract Value	_____		_____	_____

COMMENTS: _____

RECOMMENDATIONS

SBE-A/E GOAL
100 %

BID PREFERENCE

NO MEASURE

Analysis for Goal Recommendation

<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>	<u>Availability</u>
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
_____	\$ _____	_____	_____
Total:	\$ _____	_____	_____

Basis for Recommendation: JHS proposes that the goal can be achieved with SBE-A/E firms assisting with 11.00- 50.0%, 17.00- 25.0%; 13.00- 15.00%; and 14.00- 10.0%

By: Kenneth Robertson, Director, JHS Procurement Construction Date: _____

**EXHIBIT A
SCOPE OF SERVICES**

**STRUCTURAL REMEDIATION AND 40-YEAR SURVEY ENGINEERING SERVICES FOR
VARIOUS JACKSON HEALTH SYSTEM FACILITIES**

JHS PROJECT NO. E19-JHS-01

1.2 SCOPE OF SERVICES

Jackson Health System (JHS) is soliciting qualifications from professional consultants, pursuant to the applicable legislation listed in Section 1.11, to provide professional engineering services that may include the following: 1) structural assessment and remediation design documents, water proofing and expansion joint repair/replacement, life safety system assessment and remediation, and associated construction administration services for the remediation of five parking structures on the Jackson Memorial Medical Center campus; and 2) multiple 40-year surveys on the following JHS Buildings in priority order, including, but not limited to: Jackson Medical Towers; Ambulatory Care Center (ACC) East; Alamo (Historic); and ACC West. It is the intent of the Trust to enter into a Professional Services Agreement (PSA) with one (1) or more qualified respondents for all sites listed below for a maximum term of 1,825 calendar days and up to an additional 180 calendar days, if approved by the Trust for contingency time. This RFQ provides the specifications and requirements for prospective Consultants to submit a proposal to perform the services.

A. MAIN OBJECTIVES

Part 1, Garage Structural Remediation and 40-Year Surveys (Electrical Component):

ID	Campus	Building Name	Square Footage	Scope of Work to be Performed
A	Main	JMH West Parking Garage	716,796	Green Garage
B	Main	JMH East Parking Garage	526,808	Red Garage
C	Main	JMH Highland Park Parking Garage	515,142	Yellow Garage
D	Main	JMH Medical Towers Parking Garage	259,258	Orange Garage
E	Main	JMH North Parking Garage	223,480	Blue Garage

The goals of the Project are to identify structural, life safety, waterproofing, preservation, and general upkeep requirements for the parking structures described above. JHS would like these repairs prioritized and phased to allow for a 1-, 3-, and 5-year restoration plan to facilitate repairs without major shut downs:

- **Priority 1:** Immediate needed repairs to include life safety items, select structural restoration of major components, fire protection and waterproofing to comply with 40-year survey requirements
- Deliverable:** Permit ready construction documents for each of the five structures

- **Priority 2:** Majority and balance of structural restoration
Deliverable: Permit ready construction documents for each of the five structures
Draft and Final Health and Safety Plan

- **Priority 3:** Painting and preventive coating applications.
Deliverable: Documentation sufficient to price and implement the work.
Permit documents if so required.

These priorities and deliverables can be negotiated when a more specific understanding of need is clear to the Designer and Owner. The intent is to verify and make certain the garages are safe first, then structurally and functionally preserved, and finally clean and protected for further life expectancy. Each task may not be required at each Site and is anticipated to occur according to the planned construction activities as mutually agreed between the parties.

Part 2, 40-Year Surveys:

ID	Campus	Building Name	Square Footage	Scope of Work to be Performed
F	Main	JMH Medical Towers	654,961	40-Year Survey
G	Main	Ambulatory Care Center (ACC) East	63,765	40-Year Survey
H	Main	Alamo (Historic)	6,265	40-Year Survey
I	Main	Ambulatory Care Center (ACC) West	130,570	40-Year Survey

The goals of the Project are to complete multiple 40-year surveys on the following JHS Buildings in priority order, including, but not limited to: Jackson Medical Towers; Ambulatory Care Center (ACC) East; Alamo (Historic); and ACC West. Additional locations may be added in the future as their 40-year surveys become due. Prior experience in completing 40-year surveys for commercial structures is preferred. AHCA experience is not required.

Deliverable: Permit ready construction documents for each building for 40-year safety compliance

B. PROJECT REQUIREMENTS:

JHS will review all scope of services (work plans) proposals to determine if activities will meet the stated objectives before the start of assessment activities. The final scope of services will be negotiated and modified as conditions warrant for each site but are anticipated to occur according to the planned construction activities as described above. Additional assessment and cleanup recommendations may occur based on the requirements of each project. At a minimum, the requirements below shall be required of the Successful Consultant. Submittal requirements described in the below sections shall be submitted as a part of the second tab (b) Understanding and Approach of the proposals.

Part 1, Garage Assessments:

1. **Priority 1 Services:** A preliminary report indicates that each of these parking structures has experienced deterioration, some of which require immediate attention. A full assessment of each structure should be conducted to describe at a minimum those repairs needed to make each facility safe and structurally sound. These repairs should be designed and documented. These documents should be sufficient to satisfy any authority having jurisdiction that they are code complaint and sufficient to render the facility safe for the foreseeable future. These documents should be sufficient for the Owner's contractor to solicit pricing in a competitive solicitation process. As repair work commences, services shall include periodic and appropriate inspection and verification of compliance to these design documents. A phasing plan will be required to limit the reduction of parking spaces during restoration.

Submittal Requirement: Proposer shall describe their approach and demonstrate their understanding of the scope of work citing specific examples. Proposer shall submit a sample of similar project(s).

Priority 2 Services: A preliminary report indicates that each of these parking structures has experienced deterioration, some of which require attention. A full assessment of each structure should be conducted to describe at a minimum those repairs needed to make each facility restored from cracking, spalling, re-bar exposer and functionally sound. These repairs should be designed and documented. These documents should be sufficient to satisfy any authority having jurisdiction that they are code complaint and sufficient to render the facility safe for the foreseeable future. These documents should be sufficient for the Owner's contractor to solicit pricing in a competitive solicitation process. As repair work commences, services shall include periodic and appropriate inspection and verification of compliance to these design documents. A phasing plan will be required to limit the reduction of parking spaces during restoration.

Submittal Requirement: Proposer shall describe their approach and demonstrate their understanding of the scope of work citing specific examples.

Priority 3 Services: Describe and document as required to restore paint and protective coating. Create biddable documents as described above. Perform inspection and compliance services as described above.

Part 2, 40-Year Surveys:

The 40-year survey is required under Section 8-11(f) of the Miami-Dade County Code which calls for structural and electrical safety inspections for buildings 40-years old and every ten (10) years thereafter. Required repairs should be designed and documented. These documents should be sufficient to satisfy any authority having jurisdiction that they are code complaint and sufficient to render the facility safe for the foreseeable future. These documents should be sufficient for the Owner's contractor to solicit pricing in a competitive solicitation process. As repair work commences, services shall include periodic and appropriate inspection and verification of compliance to these design documents.

Submittal Requirement: Proposer shall describe their approach and demonstrate their understanding of the scope of work citing specific examples. Proposer shall submit a sample of similar project(s).

C. DESIRED EXPERIENCE AND QUALIFICATION REQUIREMENTS:

The **Prime and all proposed sub-consultants** should demonstrate the following qualifications:

- 1) **General Capability:** Demonstrate team's ability to perform the services to support the scope requested.
- 2) **References:** Provide a list of verifiable references and examples of similar projects worked on within the past ten (10) years (experience in completing 40-year surveys and/or structural assessments for commercial structures is preferred but not required; completed projects preferred). Please submit references on the attached ISD Form 11.

In addition to the above requirements, the **Prime Consultant** should also demonstrate the following project-specific qualifications:

- 1) **Similar Projects:** Demonstrate firm experience and key personnel experience in projects of a similar size, scope and complexity within the past ten (10) years.
- 2) **Key Personnel:** Proposals shall include descriptions of roles for Key Personnel expected to work on this project. Proposals shall include all resumes for their Key Personnel, which shall indicate their education/certifications and availability. Proposers must clearly demonstrate Key Personnel experience in the following areas:
 - managing and performing projects of similar size, scope and complexity
 - familiarity with equivalent processes should be described, giving examples of recent projects completed within the last ten (10) years
 - working with authorities having jurisdiction (AHJ)
 - providing community outreach and environmental education
 - experience on the uses of alternative or innovative technologies

1.3 TEAMING RESTRICTIONS

Respondents must select between submitting as a Prime Consultant or sub-consultant when responding to a specific solicitation. All affected proposals, wherein the respondent is in violation of this condition, shall not be considered.

- a) Consultants electing to submit as a Prime Consultant may only respond once to a solicitation, limited to participation on a single team. If submitting as a Prime Consultant, said consultant may not participate as a sub-consultant on the same solicitation. In the event of specific industry requirements, the Trust President/CEO or Trust Chief Procurement Officer may make exceptions.
- b) **A/E sub-consultants may only participate on a maximum of three (3) teams** when responding to a solicitation, due to the availability of firms in each of the specified A/E technical certification categories.

If a Prime Consultant or sub-consultant fails to adhere to the restrictions stated herein and participates in more than the outlined maximums, then all affected proposals shall be found non-responsive.

1.4 PRE-QUALIFICATION REQUIREMENTS

In accordance with Chapter 2, Section 2-10.4 and Administrative Order 3-39 of Miami-Dade County, all firms and/or individual consultants properly licensed to provide A/E, landscape architectural, land surveying and mapping services, regardless of their individual assignments in connection with this project, and responding to this solicitation must have filed a pre-qualification package with and have

an approved pre-qualification status from ISD by the response deadline of this solicitation. Firms and/or individual consultants are required to have and maintain an approved pre-qualification certification status at the time of submittal to this RFQ, throughout the selection process, at time of award, and throughout the duration of the contract term without any lapses. Interested A/E firms must secure the required pre-qualification certification, which includes technical certification, affirmative action plan verification vendor registration and execution of basic Miami-Dade County affidavits, as applicable, prior to the submittal date. Proposer's (prime and/or sub-consultant's) failure to be pre-qualified, at the time of proposal submittal, shall render the proposal non-responsive.

PLEASE VERIFY EACH TEAM MEMBER PROVIDING A/E SERVICES HAS AN APPROVED PRE-QUALIFICATION CERTIFICATION PRIOR TO THE RESPONSE DEADLINE.

1.5 WORK HISTORY DISCLOSURE

Work History Disclosure (WHD) and supplement forms are not required to be submitted with the proposal. It is the requirement for all A/E firms to submit a Work History Disclosure (WHD) at least once. Subsequently, the Prime is responsible for submitting a Monthly Utilization Report (MUR) to report all payments to Primes and sub-consultants. WHD is limited to firms providing architectural, engineering, landscape architecture, land surveying and mapping services. Any firm proposing on this solicitation that has not previously submitted a WHD and up to date MURs is required to submit subject form(s), prior to the submittal date, to the Internal Services (ISD) Department, 111 N.W. 1st Street, 19th Floor, Miami, Florida 33128, Attention: Small Business Development. New firms requesting pre-qualification certification with Miami-Dade County to provide A/E, landscape architectural, land surveying and mapping services are required to submit WHD forms to ISD. For additional information, please contact Small Business Development, at (305) 375-3111.

1.6 TECHNICAL CERTIFICATION REQUIREMENTS

- 11.00 General Structural Engineering (PRIME)**
- 17.00 Engineering Construction Management (PRIME)**
- 13.00 General Electrical Engineering
- 14.00 Architecture

To satisfy the technical certification requirements for the requested services, valid technical certification in all of the above-specified area(s) of work must be held by a firm responding as a sole respondent, or a team of firms. Teams of firms must designate one of its members as the "Prime Consultant". The Prime Consultant will be held responsible for the coordination of all work and must hold technical certification in categories 11.00 General Structural Engineering and 17.00 Engineering Construction Management. Joint ventures shall not be allowed. Furthermore, if an individual is providing services that require technical certification by Miami-Dade County, then said individual is required to have the relevant certification(s). Individuals who are not technically certified will not be allowed to perform work for those scopes of work requiring technical certification. Additionally, firms that list other areas of work as supplements to the required technical certifications must also be certified for those supplemental areas.

For non-project specific questions regarding Miami-Dade County's A/E Technical Certification and Certification Committee meeting dates, please contact Nubia Jarquin, ISD, at (305) 375-5637. Technical Certification application submission deadline dates and Technical Certification meeting dates may be accessed via the following website:

<http://www.miamidade.gov/procurement/library/pgc-tc-schedule-2019.pdf>

Proposer's (prime and/or sub-consultant's) failure to be technically certified at the time of proposal submittal, as applicable, shall cause the proposal to be deemed non-responsive.

1.7 CONTRACT MEASURE(S)

The Miami-Dade County Small Business Enterprise – Architectural/Engineering (SBE-A/E) goals are as follows:

- **Architecture & Engineering (SBE-A/E):** 100% Set-Aside

(Refer to Exhibit "B" - CBE (now 'SBE-A/E') Implementing Order 3-32)

Proposed participating SBE firms must have a valid Miami-Dade County SBE certification by the response deadline of this solicitation. If selected, participating SBE firms must have a valid SBE certification at the time of award of the contract and throughout the contract term. All required SBE documents must be completed and submitted. Failure to submit the required documentation may render the proposal non-responsive.