

Memorandum



Date:

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

From: Jacques Bentolila
Deputy Director
Internal Services Department

Subject: Request for Review of Measures for ISD Project No. E20-ISD-03 Rehabilitation Services of ISD Surface Lots/Parking Lots

The Internal Services Department (ISD) requests that you evaluate Project No. E20-ISD-03 - Rehabilitation Services of ISD Surface Lots/Parking Lots to assign Small Business Enterprise (SBE) measures, to proceed with the advertisement and subsequent bidding of the project.

Professional Services Agreement (PSA) for the Rehabilitation Services of ISD Surface Lots/Parking Lots: Establish PSAs for two (2) separate consultant/teams of firms to provide non-exclusive professional architectural and engineering design services for County managed surface lots/parking lots identified by ISD in need of rehabilitation services under the Countywide Infrastructure Investment Program (CIIP).

Each PSA will have an effective term of five (5) years for professional services requested which is subject to ISD's recommendation and the approval of the County Mayor or the County Mayor's designee. Each PSA will have an estimated total cost of \$1,500,000 exclusive of allowances and fees, for a maximum compensation of both PSAs of three million three hundred thousand dollars (\$3,300,000) inclusive of 10% contingency. No minimum amount of work or compensation will be guaranteed to the selected Consultants.

BACKGROUND

The Internal Services Department (ISD) operates over 60 buildings and has up to \$200,000,000 of capital improvement funding to expend over the next five (5) years on new improvements and infrastructure renovations. There are other potential sources of funding that ISD may receive to increase the capital budget.

ISD desires designs for their building and infrastructure that are functional, aesthetically pleasing and innovative; while remaining responsive to the unique urgency for delivery and required improvement and that will stand up to the test of time.

The CIIP addresses the County's infrastructure needs by identifying and prioritizing needed improvements in affected facilities with the attempt to fashion similarly scoped services and construction in order to procure and contract said services in an expedient and efficient manner.

PROJECT DESCRIPTION

The County's existing surface lots/parking lots inventory includes more than 500 parking spaces with roughly 50% designated for public use. The retained consultant(s)/teams of firms shall provide comprehensive architectural and engineering services for the infrastructure and operational needs of ISD's managed surface lots/parking lots and recommendations to maximize use and operational needs of existing public and publicly accessible parking resources. The services include site development; engineering design and design criteria services for the repair and rehabilitation of the existing infrastructure, operational improvements affecting related transportation infrastructure such as roadways, aprons, directional signage within and adjacent to surface lots/parking lots in support of vehicular activities ancillary to the basic work scope.

The scope of services includes, but is not limited to, architectural and engineering consulting services for security improvements, update of existing infrastructure for compliance with Florida Building Code, [Miami - Dade County Code Chapter 33](#), [Sec. 8C-3. - Illumination](#) and [City of Miami parking code](#), ADA compliance. The consultant(s) must provide design and post-design services, construction administration, detailed cost estimates. The selected team will analyze the current parking operations and layouts of existing surface lots/parking lots, during both peak and non-peak conditions and make planning and operational recommendations for the project area for more efficient use of the County's surface lots/parking lots resources.

The Consultant shall provide all of the necessary and required services for completion of each project assigned including analysis of sustainable systems; electrical; CCTV equipment; construction documents; permitting; inspections; traffic flow analysis, re-striping, lighting, landscaping project management; and any supportive ancillary tasks to the primary scope of services to successfully complete all phases of the project. In addition, the Consultant shall provide non-engineering services inclusive of detailed construction cost estimating.

All work shall be conducted to meet or exceed professional standards and the requirements of all authorities having jurisdiction; comply with ISD Security requirements; as needed and conform to Miami-Dade County's Sustainable Buildings Program, Implementing Order No. 8-8.

The County may request Consultant(s) services on an as-needed basis through the issuance of Work Orders for the required work to be performed and the estimated fees to be paid for the services authorized pursuant to the Scope of Services. No minimum amount of work or compensation will be assured to the retained consultants. 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.

The County reserves the right to assign work at one or multiple ISD managed sites based on the following rotation schedule specified in the NTPC:

- Work load
- Capabilities of the team
- Location of the project
- Schedule
- Familiarity with the location and infrastructure
- Organizational Conflict of Interest mitigation

Sites included in the Scope:

Hickman Building Surface Lot - 275 NW 2nd St. Folio # 01-0109-050-1090
 Surface Lot #18 - 1350 NW 12th St. Folio# 01-3135-037-0020
 Surface Lot #26 - 1355 NW 12th St. Folio# 01-3135-037-0010
 Surface Lot #27 - 1320 NW 12th St. Folio# 01-3135-037-00801250
 Civic Center Jury Surface Lot - 1255 NW 11th St. Folio# 01-3135-037-0075
 Civic Center Jury Surface Lot - 1255 NW 11th St. Folio# 01-3135-037-0073
 Civic Center Jury Surface Lot - 1255 NW 11th St. Folio# 01-3135-037-0070
 Kristy House Surface Lot - 1395 NW 12th Ave. Folio# 01-3135-075-0010
 Graham Building Surface Lot – 1350 NW 12th Ave. Miami, FL 33136 Folio # 01-3135-000-0150,
 01-3135-037-0060

A&E TECHNICAL CERTIFICATION CATEGORIES

Type	Code	Description	%	Est \$ Amount
Prime	16.00	General Civil Engineering	30%	\$990,000
Prime	17.00	Engineering Construction Management	10%	\$330,000
Sub	3.01	Highway Systems – Site Development and Parking Lot Design	5%	\$165,000
Sub	3.05	Highway Systems – Traffic Counts	2%	\$66,000
Sub	3.06	Highway Systems – Traffic Calming	3%	\$99,000
Sub	3.09	Highway Systems – Signing, Pavement Marking and Channelization	2%	\$66,000
Sub	3.10	Highway Systems – Lighting	2%	\$66,000
Sub	11.00	General Structural Engineering	10%	\$330,000
Sub	12.00	General Mechanical Engineering	12%	\$396,000
Sub	13.00	General Electrical Engineering	12%	\$396,000
Sub	14.00	Architecture	10%	\$330,000
Sub	20.00	Landscape Architecture	1%	\$33,000
Sub	22.00	ADA Title II Consultant	1%	\$33,000
		Total Estimated Design Fees*	100%	\$3,300,00.00

(*) Total amount includes a 10% contingency allowance (\$300,000) per Section 2-8.1 of the Code of Miami-Dade County

EXPERIENCE AND QUALIFICATIONS

The prime firm is preferred to have five (5) years of experience in civil engineering and surface lots/parking lots design.

The Prime or sub-consultants are preferred to have extensive experience in parking planning and management systems including, but not limited to: shared parking; parking regulation; parking standards review and revisions; remote parking; park & ride programs; parking lighting and signage; methods to increase and improve capacity of current parking surface; parking facility urban design; experience with spillover and overflow parking issues and parking collection systems. Additionally, experience with techniques that provide overlapping benefits to reduced greenhouse gas emissions as well as improvements to livability, walkability and sustainability are desired.

SBE MEASURES

The Facilities and Infrastructure Management Division (FIMD) is recommending an 18% SBE-A/E goal with any combination of Technical Categories. If additional information is required, please contact Marc Lafrance at (305) 375-4365.