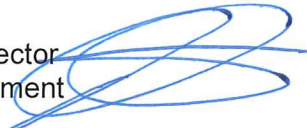


Memorandum



Date: June 9, 2020

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

From: Josenrique Cueto, P.E., Assistant Director
Miami-Dade Water and Sewer Department 

Subject: Review Item: Surveying and Mapping Services for the Miami-Dade Water and Sewer Department-Project No. E20-WASD-01A and E20-WASD-01B

The Miami-Dade Water and Department (WASD) is requesting that the subject projects be reviewed for Small Business Enterprise (SBE) measures for Architectural and Engineering (A/E) Services, in order to proceed with the advertisement and subsequent consultant selection for the projects listed below:

Project No. E20-WASD-01 A (Set-Aside)

WASD is seeking four (4) qualified firms under four (4) separate Professional Services Agreements (PSA) to provide surveying services. The term for each PSA five (5) years. Maximum compensation is \$500,000, plus ten (10) percent contingency allowance in accordance with Ordinance 00-65.

Project No. E20-WASD-01 B

WASD is seeking two (2) qualified firms under two (2) separate PSA to provide surveying services. The term for each PSA five (5) years. Maximum compensation is \$2,000,000, plus ten (10) percent contingency allowance in accordance with Ordinance 00-65.

Attached are WASD's Departmental Input Worksheets and the Notice to Professional Consultants for your review and approval. Should you have any questions, please contact Patty Palomo, Chief, Intergovernmental Affairs Section at pattyd@miamidade.gov or (786) 552-8040.

c: Patty Palomo, Chief of Intergovernmental Affairs

**MIAMI-DADE COUNTY, FLORIDA
NOTICE TO PROFESSIONAL CONSULTANTS
MIAMI-DADE WATER AND SEWER DEPARTMENT
PROFESSIONAL SERVICES AGREEMENTS
FOR GENERAL LAND AND ENGINEERING
SURVEYING AND MAPPING SERVICES
PROJECT NO. E20-WASD-01A (SET-ASIDE)**

The County Mayor of Miami-Dade County (County), pursuant to Section 287.055, Florida Statutes, 2-8.1, 2-8.2.12 and 2-10.4 of the Miami-Dade County Code, Administrative Order 3-39 and Ordinance 14-77, announces that the Miami-Dade Water and Sewer Department (WASD) will require professional surveying and mapping services from four (4) qualified Consultants to provide land and engineering surveying and underground utility location services for water and wastewater projects identified in WASD's Capital Improvement Plan (CIP).

WASD surveying and mapping volume of work has sustainably increased. WASD recognizes the need of professional surveying and mapping services to perform topographic and boundary surveys, create legal description and sketch for easements or any other legal documents to convey land rights, review and approve as-built/record survey, and subsurface utility engineering for CIP projects that needs to meet requirements dictated by the United States Environmental Protection Agency (USEPA) and the Florida Department of Environmental Protection (FDEP).

The services of a surveying and mapping firm responsible for ensuring quality assurance/quality control on all existing, ongoing, and future CIP projects is necessary to ensure a code compliant, safe, complete, comprehensive and thorough renovations, enhancements, expansions and upgrades as necessary.

Scope of Services

Miami-Dade County has the need to establish four (4) Professional Services Agreements (PSAs) to provide land surveying services for water and sanitary sewer systems, sanitary sewage collection and transmission systems, water and sanitary sewage pumping facilities, water and sanitary sewage treatment plants and any other similar surveying services for related projects. The selected consultants' responsibilities include but are not limited to performing land surveying activities during design, construction and post-construction phases. The land surveying services consultant will facilitate the implementation of the projects being performed by program managers, design consultants, and construction contractor's surveyor, and may include underground utility locations, Quality Assurance and Quality Control (QA/QC) for topographic and as-built surveys. The work will be assigned as required by WASD for each of the selected firms on a rotation basis as needed. The firms must have the ability to respond within ten (10) days of service request. Subsequently, the rotation will be based on the amount of assignments held within this respective group. Work assignments will be issued on an as needed basis as determined by WASD.

WASD intends to retain four (4) qualified firms under four (4) separate Non-Exclusive Professional Service Agreements (PSAs). The term for each contract is for a five (5) year period. Maximum compensation for each PSA is five hundred thousand dollars (\$500,000), plus contingency in accordance with Ordinance 00-65.

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.

Preferred Experience and Qualifications:

Prime consultant submitting for this solicitation should be a full-service surveying and mapping firm. The Prime should demonstrate experience in the following areas listed below:

Land Surveying:

- Performed as built/record, boundary, right-of-way and topographic surveys. Preference will be given to firms that have Certified Survey Technician(s) in their team. The Prime should provide five (5) reference projects with at least three (3) projects in water/wastewater infrastructure.
- The ability to prepare descriptions and exhibits for use in legal instruments, tentative plats, waiver of plats, and record plats. The Prime should provide one (1) recorded legal instrument.

Underground Utility Locations:

- Performed Subsurface Utility Engineering (SUE) in accordance with the American Society of Civil Engineers ASCE CI-38-02. The Prime should have geophysical sensing equipment for identifying, designating, locating, and mapping existing and abandoned utility infrastructure, i.e. magnetic, sonic, and acoustic, ground penetrating radar, radio frequency detection, and vacuum excavation equipments. Those in responsible charge of the work and responsible for certifying deliverables should be engineers and/or land surveyors employed by the selected firm. The Prime should be able to design Maintenance of Traffic plans and obtain permits with different agencies. At a minimum, the firm should provide five (5) reference projects with at least two (2) in water/wastewater infrastructure.

The successful experience is highly preferred on the above items should be demonstrated prior to the date of this solicitation. The Prime consultant should provide a list of members of the proposed team, identifying the project/contract Manager, and the team leaders for key specialties.

The Prime consultant should provide descriptions of the reference projects successfully completed where similar services of each listed technical categories were provided prior to the date of this solicitation. The descriptions should 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, new technologies utilized), and a client reference and contact information.

The Subconsultants should also provide a description of at least one (1) project(s) that is relevant to the scope of work that they will be performing under this PSA. The descriptions should 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 Subconsultant firm, the project's achievements, and client reference and contact information.

**A/E TECHNICAL CERTIFICATION REQUIREMENTS
BREAKDOWN LIST**

Technical Category (TC)	Description	TC Percentage
15.01 Prime	Surveying and Mapping - Land Surveying	60%
15.03 Prime	Surveying and Mapping - Underground Utility Location	40%
	TOTAL	100% SET- ASIDE