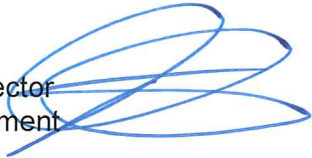


# Memorandum



Date: June 19, 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: Construction Management Inspection Services - Project No. E20-WASD-04A and Project No. E20-WASD-04B

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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-04 A (Set-Aside)**

WASD is seeking four (4) qualified firms under four (4) separate Professional Services Agreements (PSA) to provide construction management and inspection services. The term for each the PSA is for five (5) years. Maximum compensation for each PSA is \$2,000,000, plus ten (10) percent contingency allowance in accordance with Ordinance 00-65.

**Project No. E20-WASD-04 B**

WASD is seeking three (3) qualified firms under three (3) separate PSA to provide construction management and inspection services. The term for each PSA is for five (5) years. Maximum compensation for each PSA is \$4,000,000, 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](mailto:pattyd@miamidade.gov) or (786) 552-8040.

c: Patty Palomo, Chief of Intergovernmental Affairs

**DEPARTMENTAL INPUT  
CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

**Contract/Project Title:** Construction Management and Inspection Services

**Contract/Project No.** E20-WASD-04A

**Description:** Construction Management and Inspection Services

**DEPARTMENT:** Miami-Dade Water and Sewer Department (WASD)

**CONTACT:** Patty Palomo

**PHONE:** (786) 552-8040

**Estimated Cost:** Four (4) contracts, each for two million dollars (\$2,000,000) with a ten percent (10%) contingency allowance in accordance with Ordinance 00-65

**Funding Sources:** Various Funding Sources

**ANALYSIS**

Commodity/Service No. \_\_\_\_\_ SIC: \_\_\_\_\_  
Trade/Commodity/Service Opportunities

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**Contract/Project History of Previous Purchases for Previous Three (3) Years  
 Check Here if this is a New Contract/Purchase with no Previous History**

	<u>Existing</u>	<u>2<sup>nd</sup> Year</u>	<u>1<sup>st</sup> Year</u>
Contractor _____	_____	_____	_____
Ethnicity/Race _____	_____	_____	_____
Gender _____	_____	_____	_____
Contract Value _____	_____	_____	_____

COMMENTS: \_\_\_\_\_

**RECOMMENDATIONS**

<u>SBE GOAL</u>	<u>BID PREFERENCE</u>	<u>NO MEASURE</u>
_____	_____	<u>100% SET-ASIDE</u>
_____	<u>Analysis for Goal Recommendation</u>	
<u>Sub-Trade</u>	<u>Est. Cost</u>	<u>% of Item to Base Bid</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
Total:	\$ _____	_____

**Basis for Recommendation:** WASD is proposing 100% Set-Aside

By: Josenrique Cueto, P.E., Assistant Director Date: 6/19/2020  
 Internal Services Department Date: \_\_\_\_\_

**MIAMI-DADE COUNTY  
NOTICE TO PROFESSIONAL CONSULTANTS  
MIAMI-DADE WATER AND SEWER DEPARTMENT  
CONSTRUCTION MANAGEMENT INSPECTION SERVICES  
PROJECT NO. E20-WASD-04A (SET-ASIDE)**

The County Mayor, Miami-Dade County (County), pursuant to the Miami-Dade Water and Sewer Department (WASD) Consent Decree and Capital Improvement Programs Acceleration Ordinance Section 2-8.2.12 of the County Code, Chapter 287.055, Florida Statutes, Sections 2-8.1 and 2-10.4 of the County Code, Implementing Order 3-34, and Administrative Order (A.O.) 3-39 announces that Water and Sewer Department (WASD) is seeking four (4) firms to provide Construction Management and Inspection Services (CIS).

**Scope of Services**

The scope of work includes construction management and construction inspection services for water transmission and distribution systems and sanitary sewage collection and transmission systems, water and sanitary sewage pumping facilities, water wells and surface water supply, water and sanitary sewage treatment plants and other similar water and sewer utility infrastructure. Miami Dade County reserves the right to utilize inspection services only, without accompanying construction management services. The selected consultant responsibilities may include administering construction contracts, overseeing, coordinating and inspecting the work activities during pre-construction, construction and post-construction phases. The construction management and construction inspection services consultant will facilitate the implementation of the projects being managed by Miami Dade County staff, or performed by program managers, design consultants, surveyors and construction contractors, and may include contract administration, construction monitoring, record keeping, change order analysis and approval, cost estimating, claims analysis, schedule analysis and approval, shop drawings review and approval, Maintenance of Traffic review and recommendations, regulatory and permit acquisition and compliance support, construction safety monitoring, approving and recommending requisitions for compensation and assuring compliance with all Miami Dade Contract provisions, Miami Dade County, federal, state and local regulations, on behalf of Miami-Dade County. The work will be assigned as required by WASD.

WASD intends to retain four (4) qualified firms under four (4) Non-Exclusive Professional Services Agreements (PSA). Maximum compensation for each PSA is two million dollars (\$2,000,000.00), plus a ten percent (10%) contingency allowance in according with Ordinance 00-65. The term of each PSA is five (5) years with one (1) one-year option-to-renew. No minimum amount of work or compensation is guaranteed to the retained Consultants. The County reserves the right to re-use the work products of the retained Consultants to provide the same or similar services at its sole discretion.

**Preferred Experience and Qualifications**

1. The Prime and Subconsultants should have experience performing CIS, for minimum of two (2) projects with a construction cost greater than \$1,000,000, within the last ten (10) years related to water and wastewater work.
2. Should be able to read understand and interpret engineering/construction plans, drawings and technical specifications pertinent to water and sewer facilities. Should be familiar with current standards and have the ability to apply building code/other applicable testing standards and protocol (American Water Works Association, etc.). Should be able to communicate in clear and concise manner and shall be experienced in

the use of personal computers. Should be able to read, understand and interpret project construction schedules (both computerized and conventional) and shall be familiar with Critical Path Method as well as scheduling program such as Primavera and Microsoft Project. Should be familiar with safe work site protocol and standards of the Occupational Safety and Health Administration (OSHA).

3. Additional requirements include an understanding of backfill type and compaction standards, paving sub-grade standards, trench specifications, types and quality of materials generally used in civil engineering and water and sewer works projects; tolerances, finishes, and other indicators of quality workmanship and materials, general terminology and mechanical drawing symbols utilized in civil engineering, testing and sampling procedures for construction materials and potable water; production of daily construction field inspection reports, punch-list processing and final inspection.

**A/E TECHNICAL CERTIFICATION REQUIREMENTS**

**Prime**

- 6.01 Water and Sanitary Sewer Systems - Water Distribution and Sanitary Sewage Collection and Transmission Systems
- 17.00 Engineering Construction Management

**Prime and/or Sub-Consultants**

- 6.02 Water and Sanitary Sewer Systems – Major Water and Sanitary Sewage Pumping Facilities
- 6.03 Water and Sanitary Sewer Systems – Sanitary Sewage Treatment Plants

**BREAKDOWN LIST**

Technical Categories (TC)	Description	TC Percent (%)
6.01 Prime	Water and Sanitary Sewer Systems - Water Distribution and Sanitary Sewage Collection and Transmission Systems	30%
17.00 Prime	Engineering Construction Management	30%
6.02 Other	Water and Sanitary Sewer Systems – Major Water and Sanitary Sewage Pumping Facilities	20%
6.03 Other	Water and Sanitary Sewer Systems – Sanitary Sewage Treatment Plants	20%
	<b>TOTAL</b>	100% SET- ASIDE