

# Memorandum



**Date:**

**To:** Gary Hartfield, Division Director  
Small Business Development

**From:** Hydi Webb, Director  
PortMiami

**Subject:** Recommendation for Three (3) Non-exclusive Professional Services Agreements for Civil Infrastructure Engineering Services – SPD Project No: E24SP02; Contract No: 2022-018

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PortMiami respectfully requests that the Division of Small Business Development (SBD) evaluate Strategic Procurement Department (SPD) Project No: E24SP02; Contract No: 2022-018 – Civil Infrastructure Engineering Services, to assign Small Business Enterprise (SBE) measures to proceed with the advertisement and subsequent bidding of the project.

## **Scope of Services**

PortMiami intends to award three (3) Professional Services Agreements (PSA's) for Civil Infrastructure Engineering Services. The Consultants shall provide non-exclusive professional services, which consist of the development of various Seaport civil infrastructure engineering activities for future capital improvement projects.

The Consultants shall provide non-exclusive comprehensive engineering services for the infrastructure and operational needs of PortMiami, including engineering design and design criteria services for the repair and rehabilitation, removal and replacement, demolition and new construction of PortMiami's ancillary civil (i.e. water, sewer, stormwater, structural, mechanical, electrical, telecommunications, geotechnical, testing, etc.) infrastructure. The services include civil infrastructure such as, potable water; sanitary; stormwater; telecommunications; other mechanical, electrical, structural, plumbing subsystems and pipelines; landside site development; wharf access; intermodal areas; cargo gates; transportation infrastructure including roadways, parking facilities, railway ramps, aprons; and dynamic message signage in support of commercial cargo and cruise growth at PortMiami. Projects may include civil infrastructure upgrades or new construction civil infrastructure components for all or some of the following: cruise terminals; cargo yards; roadways; Portwide infrastructure; security; stormwater and sewer systems; cranes and rail upgrades; cargo gate modifications; and all related infrastructure, building and structure work ancillary to the basic work scope. Work scope will be assigned equitably by PortMiami.

The scope of services will consist of the design phase services in support of the construction document development for the program of improvements. This may also include design, system implementation/integration; and commissioning support to implement civil infrastructure improvements to final acceptance. The Consultant shall provide all services inclusive of: project meetings; field investigations and data collection support; document review; drawings; developing technical specifications; special conditions; developing construction phasing plans (as needed); construction staging areas; calculations; project schedules; design/system criteria; site and environmental assessments; surveys; conduct studies; civil engineering associated with sewer and drainage systems; pump stations; structural and electrical and water distribution engineering; value engineering; construction documents; coordination with regulatory agencies during design permitting and construction activities; bidding/procurement; post-design services; capacity and useful life expectancy; preparation of a prioritized rehabilitation or replacement schedule; project audits; sustainability initiatives; contamination assessments; remedial action plans; inspections; surface investigations and underground inspections; subsurface drilling and geotechnical investigations; materials sampling and testing; condition assessments; feasibility analysis; technical report presentations; permitting; construction inspection services, including, but not limited to: review of shop drawings, proposed substitutions and contractor's pay requests; change order analysis;

responding to Requests For Information; claims assistance; and evaluation of existing equipment condition. In addition, the Consultants shall provide non-engineering services inclusive of detailed construction cost estimating; general administration; and document reproduction (reimbursables). These professional services are required for multiple projects that will provide state of the art facilities to support port operations that are evolving as the industry advances.

At the request of PortMiami, the Consultants shall respond on short notice to unforeseen events, including but not limited to berthing and cargo handling accidents; hurricanes and other weather-related events that would necessitate the urgent production of infrastructure damage assessment reports, including the development of emergency repair plans; specifications; cost estimates; and regulatory agency notification and coordination. All work shall be conducted to meet or exceed professional standards: comply with PortMiami Security requirements, PortMiami Design Guidelines; and United States Customs and Border Protection Cruise Terminal Design Standards (USCBP CTDS). A/E Technical Certification Categories required:

<b>TC No.</b>	<b>TYPE</b>	<b>DESCRIPTION</b>	<b>%</b>	<b>TOTAL AMOUNT</b>
5.10	Prime	Port and Waterway Systems – Transportation Systems Design	25%	\$ 2,475,000.00
6.01	Prime	Water Distribution and Sanitary Sewage Collection and Transmission Systems	12%	\$ 1,188,000.00
16.00	Prime	General Civil Engineering	25%	\$ 2,475,000.00
<b>5.09</b>	<b>SBE-A/E</b>	<b>Environmental Design</b>	<b>1%</b>	<b>\$ 99,000.00</b>
<b>8.00</b>	<b>SBE-A/E</b>	<b>Telecommunication Systems</b>	<b>1%</b>	<b>\$ 99,000.00</b>
<b>9.01</b>	<b>SBE-A/E</b>	<b>Drilling, Subsurface Investigations and Seismographic Services</b>	<b>3%</b>	<b>\$ 297,000.00</b>
<b>9.02</b>	<b>SBE-A/E</b>	<b>Geotechnical and Materials Engineering Services</b>	<b>1%</b>	<b>\$ 99,000.00</b>
<b>10.01</b>	<b>SBE-A/E</b>	<b>Stormwater Drainage Design Engineering Services</b>	<b>4%</b>	<b>\$ 396,000.00</b>
<b>11.00</b>	<b>SBE-A/E</b>	<b>General Structural Engineering</b>	<b>1%</b>	<b>\$ 99,000.00</b>
<b>12.00</b>	<b>SBE-A/E</b>	<b>General Mechanical Engineering</b>	<b>1%</b>	<b>\$ 99,000.00</b>
<b>13.00</b>	<b>SBE-A/E</b>	<b>General Electrical Engineering</b>	<b>3%</b>	<b>\$ 297,000.00</b>
<b>15.01</b>	<b>SBE-A/E</b>	<b>Surveying And Mapping - Land Surveying</b>	<b>2%</b>	<b>\$ 198,000.00</b>
<b>17.00</b>	<b>SBE-A/E</b>	<b>Engineering Construction Management</b>	<b>1%</b>	<b>\$ 99,000.00</b>
N/A		Non-Architectural/Engineering Services	20%	\$ 1,980,000.00
		<b>TOTAL</b>	<b>100%</b>	<b>\$9,900,000.00</b>

The prime consultant must hold technical certifications in categories 5.10 – Port and Waterway Systems – Transportation Systems Design; 6.01 - Water and Sanitary Sewer Systems - Water Distribution and Sanitary Sewage Collection and Transmission Systems and 16.00 - General Civil Engineering - Port and Waterway Systems Planning. Prior to the commencement of work, prime consultant(s) must apply for PortMiami's identification cards and Transportation Worker Identification Credential (TWIC) for employees that will work at the Port. Prime consultant(s) will have to pass and uphold security and vehicle credentials for the duration of the Agreement.

**Preferred Experience and Qualifications:**

The Prime Consultant must demonstrate experience in five (5) projects performed in the State of Florida over the past ten (10) years of similar work as described above. The expertise must be met by a qualified individual(s) of the prime firm. The experience must be demonstrated by direct or substantial involvement of the individual(s) in a supervisory capacity at the Project Manager level or above. The determination for the individual's qualifications and compliance with the experience and qualifications shall be at the sole

discretion of the County.

The following Prime Consultants and their sub-consultants selected for PSAs under the noted projects are precluded from rendering services for this project: ISD Project No. E18-SEA-06 - Management Financial Consulting and Bond Engineering Services.

The SBE goal recommendation is 18% for planning services. The cost of each PSA will be in the amount of \$3,300,000.00, which includes the 10% contingency, and shall remain in effect for a total of six (6) years. Should you have any questions, please feel free to contact Mr. Frank Ramirez, Chief, Contracts, Procurement & Materials Management at (305) 347-5508.

Attachments

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

Contract/Project Title Civil Infrastructure Engineering Services  
Contract/Project No. SPD Project No: E24SP02; Contract No: 2022-018  
Description See attached Scope of Work  
Department Seaport Contact Frank Ramirez Phone (305) 347-5508  
Estimated Cost 3 Agreements for \$3,300,000.00 each, (\$9.9 M) Funding Source: Future Financing

**ANALYSIS**

Commodity/Service No. _____ SIC _____			
Trade/Commodity/Service Opportunities			
_____			
_____			
Contract/Project History of Previous Purchases for Previous Three (3) years			
Check Here <input type="checkbox"/> if this is a New Contract/Purchase with 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**

SBE A&E GOAL  
18%

BID PREFERENCE  
N/A

NO MEASURE  
N/A

N/A Analysis for Goal Recommendation

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		<b>TOTAL</b>	<b>100%</b>	<b>\$9,900,000.00</b>

Basis for Recommendation See attached.

By: Seaport Department \_\_\_\_\_ Date to SBA/DPM \_\_\_\_\_