

ACTIONS FROM THE AUGUST 22, 2011 PROCUREMENT ACTIONS REVIEW AND APPROVAL COMMITTEE MEETING

Committee Members: Gus Pego (Present), Harold Desdunes (Present), Debora Rivera (Present), Alicia Trujillo (Present)

Meeting Date	Item	Proposed Action	Committee's Decision	Comments	Project Manager
8/22/2011	12620	Final Selection	Approved	Consultant Selections Committee. State Road (S.R.) 934/NE/NE 79 Street from NW 14 Avenue to N Bayshore Drive, design for resurfacing project. The Technical Review Committee (TRC) ranked the four shortlisted firms by presentations. Bicycle/pedestrian issues should be addressed in the early stages of a project. The committee selected E. C. Driver & Associates, Inc.	Jason Chang
8/22/2011	Consultant Selections Committee	Shortlist Selection		None	
8/22/2011	Procurement Awards Committee	Award Contract		None	
8/22/2011	Old Business			None	
8/22/2011	New Contract Actions			None	
8/22/2011	C-8G65	Time Extension	Approved	Time Extension 2. Districtwide miscellaneous engineering services. Gannett Fleming, Inc. Original contract amount \$300,000; current amount \$1,500,000; 98% of contract committed; no additional funds are requested. Five year contract, executed September 14, 2005, due to expire on September 13, 2011. A one year time extension, to September 13, 2012, will enable the contractor to complete work on existing open task work orders for ongoing projects. No new work will be assigned after the expiration date.	Nicholas Danu

8/22/2011	BDP43	Amendment	Approved	Amendment 1. Title searches. Paramount Title. Original and current contract amount \$100,000; 100% of contract committed; requested amount \$100,000. Three year contract, executed on March 5, 2010, and due to expire on March 4, 2013. The amendment will raise the budgetary ceiling to \$200,000 due to the large number of title searches being ordered to meet production and other issues such as lawsuits and encroachments which require determination of the location of right of way lines by title search analysis. There will not be an encumbrance because this contract has contract funding term (CFT) 7, meaning it is a districtwide contract which is driven by task work orders.	Cristina Kinman-Albury / Noyka Espinosa
8/22/2011	New LFA with Miami-Dade County for Coordination of Railroad Work at Port of Miami	Execute Agreement	Approved	Locally Funded Agreement (LFA) with Miami-Dade County for support services that will use the department's contract C-9015 for Port of Miami Tunnel scope of services and Request for Proposals (RFP) development. The county will piggyback on the department's design contract to coordinate with the railroad work at the port and avoid conflicts. Original amount \$250,000 of local funds (LF). Agreement term and dates are to be determined. This item was added to the agenda at the committee meeting.	Paola Baez
8/22/2011	MIC Business/Update			None	
8/22/2011	JPA's			None	

8/22/2011	CIGP: Situation			<p>District Six has state funds available to grant under the County Incentive Grant Program (CIGP). The district has some of these funds in fiscal year (FY) 2014/15 and more of these funds in FY 2015/16. To be eligible for these funds, projects must relieve congestion on the state road system and must come with a 50/50 match of local government funds. Also the project must be done or sponsored by the county government. The district received five applications. Under a new process, more people from more offices in the district evaluated these applications. First some people did a technical review. Then the applicants presented their potential projects to the District Scoping Committee. Finally the scores from the first two phases were presented to the Procurement Actions Review and Approval (PARA) Committee. The District Scoping Committee's consensus was that of the five submitted, only one application was eligible for these funds: a request from Miami-Dade Transit (MDT) for funds to purchase hybrid buses for a proposed express transit route on S.R. 836/Dolphin Expressway.</p>	
8/22/2011	CIGP: Discussion			<p>MDT could run the express service on S.R. 836 using buses it has already. Once MDT purchases the new buses, MDT could use those buses on other routes. MDT can't pay for the operation and maintenance of the facilities it has now; why give them a grant for new facilities? Also the county has yet to invoice the district for over \$10 million granted for another project years ago. If the district boxes the CIGP funds, Central Office may take them.</p>	

8/22/2011	CIGP: Decision			<p>Kenneth Jeffries will request a timeline from MDT for the preparation for and implementation of the express bus service on S.R. 836. Ken will meet with Ed Carson and Carl Filer of the district's Public Transportation Office (PTO). Ken Jeffries will draft a letter to MDT from the district indicating that the CIGP grant for purchasing the hybrid buses would be contingent on MDT achieving certain specific milestones on their timeline (such as preparation of a park and ride lot on state owned land). The PARA Committee will review this letter before it goes to MDT. Program the CIGP funds. Make sure the agreement for the CIGP grant specifies all the requirements for MDT to receive the funds. Also the PARA Committee or some of its members may speak with Esther or Alina about the grants.</p>	
8/22/2011	Construction Supplemental			None	
8/22/2011	PARA Committee Procedures			<p>The following items will come to the Procurement Actions Review and Approval Committee for approval:</p> <ul style="list-style-type: none"> - Supplementals (for a consultant contract supplemental of at least \$100,000 which is not in the Consultant Acquisition Plan) - New Locally Funded Agreements (LFAs) - Time Extensions (for a consultant contract, only extensions of the contract term) - Sole Sources - Terminations <p>The following items will NOT come to the PARA Committee for approval:</p> <ul style="list-style-type: none"> - New Joint Participation Agreements (JPAs) - Maintenance Contract Renewals - Supplementals for Post Design Services 	
8/22/2011	Landscaping Test			<p>A vendor offered to donate design and some landscaping at an intersection, indicating that the vendor can design and supply landscaping which would require less maintenance than landscaping designed by the district. Debora Rivera suggested that the vendor's design be installed in two of the quadrants of the intersection and the district's design in the other two so that the maintenance requirements of the two designs can be compared. One design would be used in the northeast and southwest corners, and the other in the northwest and southeast corners, so the results would not be biased by directional factors.</p>	

8/22/2011	District Contract Bid Submittals			<p>The District Six Construction Office requires that bids for contracts over \$5 million be submitted in electronic form. The district has been accepting hard copy (even handwritten) bids for district contracts. This requires that staff time be spent sitting in the lobby waiting for bids to arrive and also checking the math on the bids. The PARA Committee approved the request to change the process and accept only electronic bids for district contracts. This will save staff time.</p>	
8/22/2011	Meeting Time			<p>The meeting began at approximately 2:00 PM and ended at approximately 3:15 PM.</p>	