

ACTIONS FROM THE FEBRUARY 20, 2012 PROCUREMENT ACTIONS REVIEW AND APPROVAL COMMITTEE MEETING

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

Meeting Date	Item	Proposed Action	Committee's Decision	Comments	Project Manager
2/20/2012	Consultant Selections Committee	Final Selection		None	
2/20/2012	12625 / 12626	Shortlist Selection	Approved	Consultant Selections Committee. State Road (S.R.) 9/NW 27 Avenue from south of S.R. 934/NW 79 Street to north of S.R. 935/NW 103 Street and S.R. 9/NW 27 Avenue from north of NW 141 Street to on-ramp from Park & Ride Lot. Debora Rivera recused herself from this item. The district received 19 letters of response from this advertisement. Two contracts will be awarded from this advertisement. The Technical Review Committee (TRC) will rank the shortlisted firms by interviews. The committee shortlisted five firms: Alvarez Engineers, Inc.; American Consulting Engineers of Florida, LLC; BND Engineers, Inc.; Civil Works, Inc. and EBS Engineering, Inc.	Jose Barrera / Judy Solaun-Gonzalez
2/20/2012	12640 / 12641 / 12642	Shortlist Selection	Approved	Consultant Selections Committee. Districtwide miscellaneous location survey consultant. The district received 14 responsive letters of response from this advertisement (and one non-responsive letter from a firm whose qualification had expired). Three contracts will be awarded from this advertisement. The project manager reported that the consultants they have now can't always supply all the survey crews needed in the given period of time, but if the district has more contracts for this work the contractors can put more people into the field to get the work done. The TRC will rank the shortlisted firms by written proposals. The committee shortlisted five firms: Atkins North America, Inc.; CH Perez & Associates Consulting Engineers, Inc.; F.R. Aleman & Associates, Inc.; Hadonne Corporation and Keith & Schnars, P.A.	Charles (Ed) Clark

2/20/2012	Consultant Selections Committee Procedures			Debora Rivera suggested 'spacing out' the lettings of contracts for the same work so the subconsultants will have more information on which to base their 'teaming' decisions. This could lead to the district letting contracts with better teams of contractors (which presumably could deliver better service to the district). Is it better to award one or more than one contract from one advertisement?	
2/20/2012	RFP-DOT-11/12-6126DS	Shortlist Selection	Approved	Procurement Awards Committee. Public communications consulting services (public outreach) for S.R. 826/Palmetto Expressway from S.R. 836/Dolphin Expressway to S.R. 93/I-75 managed lanes in Miami-Dade County. This contract has a term of 36 months (three years). The district received three responsive proposals. The TRC will rank the shortlisted firms by oral presentations. The committee shortlisted all three firms: Bermello Ajamil & Partners; Media Relations Group, LLC and The Cunningham Group.	Maribel Lena
2/20/2012	ITN-DOT-11/12-6015DS	Final Rankings for Negotiations	Approved	Procurement Awards Committee. Districtwide public communications consulting services for miscellaneous construction projects in Monroe County. Project budget amount \$770,000. The contract has a term of 36 months (three years). Under the invitation to negotiate (ITN) process, first the responding firms submitted technical proposals to demonstrate that they are qualified to do the work. Then the TRC ranked the three shortlisted firms by oral presentations. The scores from the first stage do not carry over into the second stage of evaluation. Two firms tied for first place by achieving identical scores for their oral presentations. This is an unusual situation. The rule for breaking such ties (Florida Administrative Code 60A-1.011) includes provisions favoring firms based in Florida, drug-free workplaces and certified minority business enterprises, but the two firms both meet all of those tests. The rule then allows consideration of other factors in selecting one firm to be first for negotiations. (If that doesn't work, the rule requires use of a "means of random selection" such as a coin toss.) Each firm is capable to do the work. The Procurement Awards Committee selected	Kathy Yeomans

2/20/2012	C8288 Old Business	Time Extension	Approved	Time Extension 99. Districtwide general consultant services. Keith and Schnars, P.A. Original contract amount \$607,500.00; current amount \$20,502,942.99; 100% of contract committed; no additional funds requested. Ten year contract, executed on March 14, 2002, and due to expire on March 13, 2012. A one year time extension, to June 13, 2013, is requested to complete outstanding task work orders (TWOs). The TWO which should take the longest involves the S.R. 826 interchange with S.R. 836, also called 'Section 5.' This large reconstruction project had too many bridges for URS to review, so the district split some of them out of the URS contract. (On February 6 the committee deferred a request to extend the term of the contract by two years, to March 13, 2014, until they found out why the contract would be extended so far into the future. For the February 20 meeting, the request was reduced to one year.)	Teresa Alvarez
2/20/2012	New Contract Actions			None	
2/20/2012	BDP48	Renewal	Approved	Renewal 1. Districtwide cultural resource assessment and remediation services. Janus Research. Original contract amount \$150,000; current amount \$513,625; 74% of contract committed; requested amount \$100,000. Two year contract, executed March 12, 2010, due to expire on March 11, 2012. This contract has a one year renewal option. Debora Rivera recused herself from this item. The consultant continues to be qualified and performs in a superior manner. A one year renewal, to March 11, 2013, and additional funds are requested so the consultant can continue to provide needed services to the district.	Craig James

2/20/2012	BDQ19	Renewal	Approved	<p>Renewal 1. Development, maintenance and monitoring of mitigation sites required by environmental permits. Corzo Castella Carballo Thompson Salman, P.A. (C3TS). Original contract amount \$300,000; current amount \$2,129,000; 89% of contract committed; no additional funds requested. Two year contract, executed on May 18, 2010, and due to expire on May 17, 2012. The consultant continues to be qualified and performs in a superior manner. A one year renewal, to May 17, 2013, is requested so the consultant can continue to provide needed services to the district. Gus Pego suggested that possibly these services could be provided under a design-build-maintain contract.</p>	John Palenchar
2/20/2012	BDC44	Time Extension	Approved	<p>Time Extension 3. Miscellaneous districtwide public involvement consultant services. Bermello, Ajamil & Partners. Original contract amount \$275,000; current amount \$1,598,267; 100% of contract committed; no additional funds requested. Five year contract, executed March 27, 2006, due to expire on March 26, 2012. A six month time extension, to September 26, 2012, will enable the contractor to complete the assigned outreach for projects number 422723-2 and 428484-1 on S.R. 959/SW 57 Avenue/Red Road. A public meeting is scheduled tentatively for late March 2012. When the work is completed and this contract no longer is needed, the project manager will close the contract even if it has not reached the end of its extended term.</p>	Maribel Lena
2/20/2012	BDJ68	Renewal	Approved	<p>Renewal 1. Intelligent Transportation System (ITS) operations consultant. AECOM USA, Inc. Original contract amount \$14,949,769.26; current amount \$25,497,400.26. Five year contract, executed on December 10, 2007, and due to expire on December 18, 2012. At the January 23, 2012 meeting, the project manager reported that he would like to renew this contract for three years. Brian Arena reported that the district does not need to use Florida Department of Management Services (DMS) contract number 991-460-07-1, Temporary Employment Staffing Services, to provide ITS staff workers because that contract states that it does not have to be used and also the ITS workers are specialized. This item was not on the agenda, but was brought up during the committee meeting.</p>	Arnie Fernandez

2/20/2012	BD459	Advertise Contract	Approved	Districtwide technical and administrative contractual personnel services on an as-needed basis (also called the 'RTC contract'). Brightwing (MEC Personnel Consultants). Original contract amount \$1,130,000.00; current amount \$8,638,214.50. Contract executed on September 9, 2002, and due to expire on September 8, 2012. On January 23, 2012, it was reported that several offices in District Six (D6) use this contract to hire contract administrative and technical support staff whose services are funded with operating budget category funds. On February 20 it was reported that the district cannot renew this contract. Traffic Operations will lead the effort to reprocur this contract. Arnie Fernandez will send the contract for legal review as part of the reprocurement process. This item was not on the agenda, but was brought up during the committee meeting.	Arnie Fernandez
2/20/2012	MIC Business/Update			None	
2/20/2012	APF47	Supplement	Approved	Supplement 2. Joint Participation Agreement (JPA) with City of Coral Gables for capital grant for purchase of buses. Original and current contract amount \$377,641; 100% of contract committed; no additional funds requested. Three year contract, executed on June 16, 2009, and due to expire on June 30, 2012. This supplemental agreement would extend the term of the contract by one year, to June 30, 2013. Also there is a minor scope change to purchase a different (cheaper) type of bus instead of the originally planned low-floor bus. The district asked the city for a schedule of when it would purchase the buses. The city expects the buses to be delivered in January 2013. The request is to extend the end date to June 2013 to give a safety margin. This is a resubmittal of a tabled item from a meeting in December 2011.	Ed Carson
2/20/2012	Locally Funded Agreements			None	
2/20/2012	CIGP			None	
2/20/2012	Construction Supplemental			None	
2/20/2012	PARA Committee Procedures			Should the PARA Committee support staff include the list of subconsultants for all agenda items?	

2/20/2012	Closing Contracts			Project managers should close contracts which no longer are needed, even if the contracts have not reached the end of their terms. This facilitates disencumbering any remaining funds.	
2/20/2012	Contract Terms			Both department employees and contractors' employees must spend a lot of time and effort to let new contracts. This process would take up less of their time if contracts were allowed to have longer terms, so contractors who are performing well can continue to provide services. The decision on allowed contract terms is made at a higher level. Who can 'bubble up' this suggestion to the deciders?	
2/20/2012	Contract Expirations			Michelle Guidry provided a list of contracts which are approaching their expiration dates so the committee members could consider renewals and/or reprocurement options. Michelle will check on the contracts which show escalations on the list. The administrative issues were deferred to the next committee meeting.	
2/20/2012	Procurement Actions			When are the most appropriate times for the Executive Committee to review evaluation criteria for various procurement actions?	
2/20/2012	List of Project Managers			Preparation of list; uses and needs.	
2/20/2012	TRC Training			What training do they have? What additional training do they need?	
2/20/2012	Meeting Time			The meeting began at approximately 1:40 PM and ended at approximately 3:00 PM.	