

ACTIONS FROM THE JANUARY 23, 2012 PROCUREMENT ACTIONS REVIEW AND APPROVAL COMMITTEE MEETING

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

Meeting Date	Item	Proposed Action	Committee's Decision	Comments	Project Manager
1/23/2012	12635	Final Selection	Approved	Consultant Selections Committee. State Road (S.R.) 922/96 Street from West Broadview Drive to east of E Bay Harbor Drive. This contract will be a business development initiative (BDI) so all prime contractors and subcontractors must be small businesses. All respondents submitted affidavits indicating they qualify as small businesses. The Technical Review Committee (TRC) ranked the four shortlisted firms by interviews. The committee selected Bolton Perez & Associates, Inc.	Vilma Croft
1/23/2012	12652	Final Selection	Approved	Consultant Selections Committee. Districtwide transportation systems Geographic Information Systems (GIS) data development and mapping. The TRC ranked the five shortlisted firms by presentations, including a sample project. The committee selected Burns & McDonnell Engineering Company, Inc.	Neil Lyn
1/23/2012	12627 / 12628	Shortlist Selection	Approved	Consultant Selections Committee. S.R. 5/U.S. 1/Overseas Highway from south of MacDonald to south of Coppitt Road and from north of Old S.R. 4A/mile marker (MM) 77.5 to Jerome Avenue/MM 81.42. The district received fifteen letters of response from this advertisement; the TRC narrowed that down to a longlist of ten firms. Two contracts will be awarded from this advertisement. The TRC will rank the shortlisted firms by five-page proposals. The committee shortlisted six firms: American Consulting Engineers of Florida, Inc.; Beiswenger, Hoch & Associates, Inc.; CSA Central, Inc. (formerly Consul-Tech Enterprises, Inc.); Gannett Fleming, Inc.; HDR Engineering, Inc. and Jacobs Engineering Group, Inc.	Ali Toghiani

1/23/2012	ITN-DOT-11/12-6015DS	Shortlist Selection	Approved	Procurement Awards Committee. Districtwide public communications consulting services for construction projects in Monroe County. There were three responses to this advertisement, all of which were found responsive (qualified). Project budget amount \$770,000. The contract has a term of 36 months. Under the invitation to negotiate (ITN) process, first responding firms submit technical proposals to demonstrate that they are qualified to do the work; this step screens out any unqualified responses. Then the TRC ranks the shortlisted firms by oral presentations. The scores from this second round of evaluation are not combined with scores from the qualifying round. The Procurement Awards Committee shortlisted all three firms: Infinite Source Communications Group, Quest Corporation of America and Sandra Walters Consultants, Inc.	Kathy Yeomans
1/23/2012	Old Business			None	
1/23/2012	Procure Wetland Mitigation Credits for Krome Avenue Projects	Advertise Contract	Approved	Purchase of 112.78 freshwater wetland mitigation credits to fulfill mitigation requirements (offset wetland impacts) for five reconstruction projects on S.R. 997/Krome Avenue from S.R. 90/U.S. 41/SW 8 Street to S.R. 25/U.S. 27/Okeechobee Road (projects number 249615-2, 249615-6, 249615-7, 249615-8 and 249615-5). Originally the department pursued its own restoration project (filling of the C-110 Canal), but as of October 2011, the regulatory agencies (South Florida Water Management District and U.S. Army Corps of Engineers) had not reached an agreement on the number of credits that the C-110 Canal restoration project would be awarded.	John Palenchar / Susanne Travis

1/23/2012	Procure Wetland Mitigation Credits for Krome Avenue Projects, continued			The department's management decided to pursue purchasing mitigation credits instead. There are two wetland mitigation banks whose service areas include the S.R. 997 projects. (A mitigation bank will not sell credits outside its service area.) \$11,888,000 of phase C2 (mitigation) funds are programmed under project number 249615-4. Purchased mitigation credits do not expire. District Six has not made a large purchase from a mitigation bank before, and is researching the best type of contract to use. Other districts have tended to use an invitation to bid (ITB). The advertisement will be for a minimum of ten days, and the district will contact both local mitigation banks about the advertisement. The department must at least reserve the credits with a down payment before the department can get permits for the reconstruction projects. This item was added to the agenda at the meeting.	
1/23/2012	BDJ68	Supplement	Approved	Supplement 6. ITS operations consultant manages and operates District Six' Intelligent Transportation System (ITS), including the S.R. 9A/I-95 Express Lanes Tolling System and the I-95 Ramp Signaling System. AECOM USA, Inc. Original contract amount \$14,949,769.26; current amount \$25,417,400.26; 80% of contract committed; requested amount \$80,000.00. Five year contract, executed on December 10, 2007, and due to expire on December 18, 2012. The additional funds are needed to assist the ITS group in supporting the Transportation System Development group develop the S.R. 826/Palmetto Expressway and S.R. 93/I-75 Managed Lanes (ML) projects. Project number 418423-3-32-07 will be added to this contract to document ITS expenditures associated with the S.R. 826 and I-75 ML projects support. The type of funds which should be used for the ML project support is not clear in the work program instructions. District Six is using this contract to support production and has ongoing issues with the Port of Miami Tunnel and other large projects. The project manager would like to renew this contract for three years. The Procurement Actions Review and Approval	Arnie Fernandez
1/23/2012	MIC Business/ Update			None	

1/23/2012	AQ556	Supplement	Approved	Supplement 1. Joint Participation Agreement (JPA) with Miami-Dade Transit for bus service to Miami International Airport (MIA) from Tri-Rail's 79 Street Station. Original and current amount \$107,919; 100% of contract committed; requested amount \$185,004. Two year contract, executed on April 27, 2011 and due to expire on March 31, 2013. A six month time extension, to September 30, 2013, and additional funds are requested to fund operating for fixed route to MIA from 79 Street Station in addition to existing service from Tri-Rail's Hialeah Marketplace Station. Several Tri-Rail train runs must truncate their service at 79 Street Station (instead of going all the way to the Hialeah Marketplace Station) due to track capacity limitations. September 2013 is the estimated month that Tri-Rail train service will be connected to MIA (via the Miami Intermodal Center), after which this shuttle bus service would no longer be needed.	Ed Carson
1/23/2012	New LFA with Miami Beach for Installation of Irrigation System on Alton Road from 5 Street to Michigan Avenue	Execute Agreement	Approved	Locally Funded Agreement (LFA) with City of Miami Beach for installation of an irrigation system and associated elements along S.R. 907/Alton Road from 5 Street to Michigan Avenue. Original amount \$185,561 of local funds (LF). The planned letting date is December 5, 2012. The department's Legal Office is reviewing the updated maintenance memorandum of agreement (MMA). After the Legal Office approves the MMA, the department will find out if the city will sign it.	Daniel Iglesias
1/23/2012	CIGP			None	
1/23/2012	Construction Supplemental			None	

1/23/2012	BD459			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. 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. D6 executive leadership will discuss to determine what course of action to take because the contract is approaching its expiration date. Alicia Trujillo expressed concern that the contract did not have a defined scope or rates, but added them with amendments. Anamari Martinez suggested that any replacement contract should have only one method of procurement (the current contract allows payment by contract transmittal or by purchase order; this could lead to overpayments). Gus Pego indicated that some things which the department did in the past no longer are allowed; the district must make sure to do things right under the current rules.	Arnie Fernandez
1/23/2012	Contract In-House Support			Reportedly the contract support staff is supporting critical functions in the district. Gus Pego has asked all the D6 managers to report the number and category of their contract workers (in-house consultant support staff) to him; the deadline for this is in February. All managers must make sure that the district's internal resources (department employees) are utilized fully (100% busy) before using consultants for in-house support. Anamari Martinez will send a link to Florida Department of Management Services (DMS) contract number 991-460-07-1, Temporary Employment Staffing Services (http://www.dms.myflorida.com/business_operations/state_purchasing/vendor_information/state_contracts_agreements_and_price_lists/state_term_contracts/temporary_employment_staffing_services/contractors), which has multiple vendors with District Six inside their coverage areas.	
1/23/2012	Contract Expirations		Deferred	Renewals and/or reprocurement options. The rest of the administrative issues were deferred to the next committee meeting.	
1/23/2012	Procurement Actions		Deferred	When are the most appropriate times for the Executive Committee to review evaluation criteria for various procurement actions?	

1/23/2012	List of Project Managers		Deferred	Preparation of list; uses and needs.	
1/23/2012	TRC Training		Deferred	What training do they have? What additional training do they need?	
1/23/2012	Meeting Time			The meeting began at approximately 1:35 PM and ended at approximately 2:45 PM.	