

ACTIONS FROM THE OCTOBER 8, 2012 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
10/8/2012	Consultant Selections Committee	Final Selection		None	
10/8/2012	13614 / 13615	Shortlist Selection	Approved	Consultant Selections Committee. State Road (S.R.) 9A/I-95 northbound from S.R. 932/NW 103 Street to Biscayne River Canal and I-95 southbound from NW 103 Street to north of S.R. 924/NW 119 Street. Two contracts will be awarded from this advertisement. The district received eight letters of response from this advertisement. The Technical Review Committee (TRC) will rank the shortlisted firms by presentations. The Consultant Selections Committee discussed the idea of combining these two projects in one contract, but decided to let them each in its own contract. The committee shortlisted five firms: BND Engineers, Inc.; EAC Consulting, Inc.; H. W. Lochner, Inc.; HBC Engineering, Inc. and New Millennium Design, Inc.	Jason Chang
10/8/2012	13616 / 13617	Shortlist Selection	Approved	Consultant Selections Committee. S.R. 944/Hialeah Drive from S.R. 25/U.S. 27/Okeechobee Road to east of E 4 Avenue and S.R. 916/Opa-Locka Boulevard from NW 2 Avenue to east of NW 5 Avenue. Two contracts will be awarded from this advertisement. The district received ten letters of response from this advertisement. The TRC will rank the shortlisted firms by interviews. This is the only Business Development Initiative (BDI) letting for professional services planned in District Six for this fiscal year. The committee shortlisted five firms: AES Engineering, Inc.; Biscayne Engineering, Inc.; BND Engineering Company, Inc.; Caltran Engineering Group, Inc. and TRACE Engineering, Inc.	Jose Barrera / Vilma Croft

10/8/2012	13641 / 13642	Shortlist Selection	Approved	Consultant Selections Committee. Intermodal Systems Planning. Two contracts will be awarded from this advertisement. The district received six letters of response from this advertisement. The TRC will rank the shortlisted firms by interviews. Debora Rivera recused herself from this item; Mark Croft substituted for her on the committee. Currently the Intermodal System Planning Office (ISPO) has two contracts to cover the work which these two new contracts will cover. Due to the reorganization of District Six in late 2011, some duties were moved into or out of ISPO, and the scope and names for the new contracts will reflect these changes. Each contract is expected to include about \$300,000 to \$400,000 worth of work per year, so the office needs two contracts to cover this work without quickly running into the \$1.5 million cap. The committee shortlisted five firms: Advanced Transportation Engineering Consultants (ATEC); Kimley-Horn & Associates, Inc.; Kittelson & Associates, Inc.; Reynolds, Smith & Hills, Inc. and the Corradino Group, Inc.	Kenneth Jeffries
10/8/2012	13659	Shortlist Selection	Approved	Consultant Selections Committee. Intelligent Transportation System (ITS) Technical Consultant. The district received two letters of response from this advertisement. The TRC will rank the shortlisted firms by proposals. District Six advertised this contract, re-advertised it and twice sent e-mails to recruit responses. Central Office agreed that the district had exhausted the avenues for seeking more responses to this advertisement, and allowed the district to shortlist less than three firms. The committee shortlisted both responding firms: EAC Consulting, Inc. and HNTB Corporation.	Sergio Bravo
10/8/2012	Consultant Selections Committee Procedures			Central Office recently made improvements to the Professional Services Information (PSI) system. Therefore, starting this week, the report of executed contracts by consultant (which is included in the shortlist selection package for the committee) will look different than it did previously. Also now consultant grades are submitted differently.	

10/8/2012	E-6H87	Award Contract	Approved	Procurement Awards Committee. Bicycle lane implementation on S.R. 856/William Lehman Causeway from West Country Club Drive to S.R. A1A/Collins Avenue by erecting signs and designating marked bicycle lanes on the shoulders. There were four bids, all found responsive. Project budget amount \$704,980.00; contractor's bid \$611,776.81. The estimate was low compared to the bids received. Concrete prices are rising. Also the quantities in this contract are small, which leads to higher unit prices. This contract needs more written justification for accepting a bid which is significantly higher than the estimate. The contract has a term of 55 working days. The committee awarded the contract to the lowest responsive bidder (Halley Engineering Contractors, Inc.) at the bid amount until the awarded contractor acquires a performance bond.	Danny Iglesias
10/8/2012	E-6I02	Reject All Bids	Agreed	Procurement Awards Committee. BDI contract for milling and resurfacing along S.R. 934/E 4 Avenue from E 21 Street to north of E 25 Street. There were two bids, both of which were found irregular. Project budget amount \$389,573.00; contractor's bid \$532,563.44. A BDI contract cannot exceed \$500,000.00. The contract has a term of 100 working days. The Procurement Awards Committee agreed with the TRC's recommendation to reject all bids. Review the estimate to see if something was overlooked. Consult the Construction Office to see if it would make logical sense to split this into two contracts, each of which could be let as a BDI contract. The department wants to let BDI contracts and also wants to get the best value.	Daniel Iglesias
10/8/2012	Old Business			None	
10/8/2012	New Contract Actions			None	

10/8/2012	BDP02	Time Extension	Approved	Time Extension 1. Incident management services and roadside assistance to the traveling public. Anchor Towing, Inc. Original contract amount \$9,324,446.00; current amount \$10,322,382.95; 95% of contract committed; requested amount \$2,100,000.00. Three year contract, executed on November 19, 2009, and due to expire on December 31, 2012. A six month time extension, to June 30, 2013, with an increase in the budgetary ceiling is requested to continue services while the district procures a new contract for this work. The new contract may be executed in March 2013, which would allow for a 90 day transition period. The compensation under this contract is tied to performance.	Javier Rodriguez
10/8/2012	MIC Business/Update			None	
10/8/2012	Joint Participation Agreements			None	
10/8/2012	LFA with City of Miami Gardens for Irrigation System on NW 2 Avenue from NW 183 Street to NW 215 Street	Execute Agreement	Approved	Locally Funded Agreement (LFA) with City of Miami Gardens for design and installation of an irrigation system along S.R. 7/US 441/NW 2 Avenue from S.R. 860/NW 183 Street/Miami Gardens Drive to S.R. 852/NW 215 Street/County Line Road. This additional work will be added to the district's landscaping project. Original amount \$52,650 of local funds (LF). The LFA indicates that the city will pay cost overruns. The department has drafted a maintenance memorandum of agreement (MMOA) under which the city will maintain the landscaping and the irrigation system.	Paul Moss
10/8/2012	CIGP			None	
10/8/2012	Construction Supplemental			None	

10/8/2012	Changes to District Contracts Procedure 375-000-001, Section 3.5(B)			Effective September 28, 2012, the procedure was revised so that it no longer requires that all necessary permits be received before a project is advertised. However, the District Secretary must approve in advance any advertisement of a project before all permits are in hand. Advertising without permits should not be a standard practice, but should be done by exception only. The project manager should make sure that the department receives all permits at least five days prior to the letting. If permits are not received prior to the letting, the project should be moved to a future letting. The Procurement Actions Review and Approval Committee members indicated that it is important to have permits for projects and that it is preferable to have the permits before sending a project to Central Office for letting there. Also department employees need to understand the impact to others from what the employees do. The directors require the project managers to attend.	
10/8/2012	Miscellaneous Landscaping Push-Button Projects Districtwide: Trees along S.R. 972/Coral Way, S.R. 976/SW 40 Street/Bird Road and S.R. 959/SW 57 Avenue/Red Road			This item previously came to the committee on April 9 and April 23, 2012. Some trees along these State Historic Roadways have low-hanging branches which should be pruned. This is a risk management issue. In October 2011 a truck hit a branch and someone sued. Also the department's Maintenance Rating Program (MRP) requires a vertical clearance of 14.5' for the road. Along these three corridors there are many trees which have large branches extending above the road at or below that height. Removing such large branches can make a big hole in the tree's canopy and may cause so much structural damage that the tree must be removed. Also some trees have improperly pruned branches, which can lead to decay and to the regrowth of weakly attached branches. These trees were trimmed previously about fifteen or 20 years ago.	Paul Moss

10/8/2012	Tree Trimming Options			<p>A consultant developed five options with various levels of pruning activity. Some options include pruning some or all lanes to only 12.5' vertical clearance and restricting or banning truck traffic on that road. If trucks cannot use one road, they will detour to another; consider the impact. Also the consultant surveyed the first three blocks of each corridor and extrapolated from that sample to estimate the cost of pruning the corridor. The estimates did not include signage, disposal or maintenance of traffic (MOT). Option 1 would have the biggest impact on the canopy. Debora Rivera suggested that the district should discard this option or do a visualization to show the effect. Possibly Option 1 or Option 2 would be best for Red Road and/or Bird Road. Debora suggested discarding Option 3 and dropping the signage making a distinction between different types of trucks in Option 4. Option 5 might be the best one for Coral Way.</p>	
10/8/2012	Tree Trimming Action Items			<p>The district must take prudent measures to protect the tree canopy. Debora Rivera indicated that the Traffic Operations Office will do vehicle classification counts to determine how many trucks use these roads. A certified arborist must prepare a prescription for each tree (i.e., mark the trees to show which branches to trim and where). Paul Moss' landscape push-button contract includes the needed expertise. Renato Marrero manages one or more contracts for tree trimming. Perhaps their contractors can work together on this issue. Reportedly the community is very interested in trees. Get input from the Coral Way historical tree society. The department needs signed and sealed plans to present to the State Historic Preservation Officer (SHPO).</p>	
10/8/2012	Meeting Time			<p>The meeting began at approximately 1:35 PM and ended at approximately 2:45 PM.</p>	