

ACTIONS FROM THE AUGUST 5, 2013 PROCUREMENT ACTIONS REVIEW AND APPROVAL COMMITTEE MEETING

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

Meeting Date	Item	Proposed Action	Committee's Decision	Comments	Project Manager
8/5/2013	14610	Final Selection	Approved	Consultant Selections Committee. Districtwide right of way monumentation consultant contract. The Technical Review Committee (TRC) ranked the five shortlisted firms by abbreviated technical proposals. The committee selected Manuel G. Vera & Associates, Inc.	Cristina Kinman-Albury
8/5/2013	14611	Final Selection	Approved	Consultant Selections Committee. Traffic engineering support services consultant. The TRC ranked the three shortlisted firms by interviews. The committee selected Advanced Transportation Engineering Consultants, Inc. (ATEC).	Evelin Legcevic
8/5/2013	14612	Final Selection	Approved	Consultant Selections Committee. Districtwide Public Transportation Operations (PTO) studies consultant services. The TRC ranked the three shortlisted firms by interviews. Debora Rivera recused herself from this item; Mark Croft substituted for her on the committee. The committee selected CALTRAN Engineering Group, Inc.	Dionne Richardson
8/5/2013	14617	Shortlist Selection	Approved	Consultant Selections Committee. State Road (S.R.) 5/U.S. 1/South Dixie Highway at SW 104 Street. The district received eight letters of response from this advertisement. The TRC will rank the shortlisted firms by interviews. The committee shortlisted three firms: Alvarez Engineers, Inc.; F. R. Aleman & Associates, Inc. and METRO Consulting Group, LLC.	Hong Benitez
8/5/2013	Consultant Selections Committee Procedures			All members of the Technical Review Committee for a selection must attend the Consultant Selections Committee meetings at which their selection is on the agenda. Members may attend in person or by telephone. If any committee member does not attend such a meeting, a non-attendance notice will be sent to his/her supervisor.	

8/5/2013	E-6H55	Award Contract	Approved	Procurement Awards Committee. Rehabilitate, repair and paint Bridge #870470 on S.R. 9A/I-95 at NW 7 Avenue and Golden Glades Interchange. There were six bids, all found responsive. Project budget amount \$4,479,408.00; contractor's bid \$2,196,108.34. The bids were lower than expected in mobilization. The project manager, Estimates Section and contractor verified the item amounts on the unbalance review sheets. The committee directed Ruben Rivero to review these pay items with Luis Amigo and send the committee a written explanation of why the estimate was higher than the bid amount. The contract has a term of 360 calendar days. The committee awarded the contract to the lowest responsive bidder (M & J Construction Company of Pinellas) at the bid amount until the awarded contractor acquires a performance bond.	Luis Amigo / Yaroslav Concepcion
8/5/2013	Old Business			None	
8/5/2013	New Contract Actions			None	
8/5/2013	BDU83	Amendment	Approved	Amendment 3. Districtwide intergovernmental affairs and community liaison services. Media Relations Group. Original and current contract amount \$300,000.00; 100% of contract committed; requested amount \$600,000.00. Three year contract, executed on August 28, 2012, and due to expire on August 28, 2015. This amendment does not include encumbering more funds, but it will increase the budgetary ceiling amount to \$900,000.00 for later encumbrance of funds programmed in the Consultant Acquisition Plan (CAP): \$300,000.00 in each of fiscal years (FYs) 2013/14 and 2014/15, for a total of \$600,000.00. Debora Rivera expressed a concern that raising the budgetary ceiling without encumbering funds would not be beneficial to the district (because more paperwork would have to be done later to add the funds to the contract). Raising the budgetary ceiling does not obligate the department to spend the funds; the obligation occurs when the department issues a task work order and the contractor invoices for it. To date \$203,127.62 has been encumbered or expended on this contract. The	Maribel Lena
8/5/2013	MIC Business/Update			None	

8/5/2013	AQE14	Supplement	Approved	Supplement 2. Joint participation agreement (JPA) with Miami-Dade Transit (MDT) to provide Transit Corridor Program funding for operating expenses. Original contract amount \$758,617; current amount \$1,422,646; 53.3% of contract invoiced; requested amount \$899,470. Two year contract, executed on January 6, 2012, and due to expire on December 31, 2013. This supplement provides additional State Transit Corridor Program funding to continue operation of MDT's 'family' of Busway routes (on the South Dade Busway) in FY 2013/14 and extends the JPA's expiration date by one year to December 31, 2014. The Busway remains a regionally significant transit corridor with high ridership in its component service routes. Historically, invoicing for this JPA has been reliable. The next invoice in October 2013 will consume all remaining FY 2012/13 funds in this JPA.	Chris Dube / Raymond Freeman
8/5/2013	AQD99	Supplement	Approved	Supplement 2. JPA with Miami-Dade Transit to provide Transit Corridor Program funding for operating expenses. Original contract amount \$764,617; current amount \$1,428,647; 44.1% of contract invoiced; requested amount \$899,470. Two year contract, executed on January 6, 2012, and due to expire on September 30, 2014. This supplement provides additional State Transit Corridor Program funding to continue operation of MDT's Flagler MAX route in FY 2013/14 and extends the JPA's expiration date by one year to September 30, 2015. The Flagler MAX continues to be a popular route in terms of ridership along a regionally significant transit corridor (S.R. 836/Dolphin Expressway and S.R. 968/Flagler Street). Historically, invoicing for this JPA has been reliable. The next invoice in October 2013 will raise funding consumption to 100% of all FY 2011/12 and 94% of all FY 2012/13 funds in this JPA.	Chris Dube / Raymond Freeman
8/5/2013	Locally Funded Agreements			None	
8/5/2013	CIGP			None	
8/5/2013	Construction Supplemental			None	

8/5/2013	JPA Management			<p>Raymond Freeman reported that the district has two JPAs with Miami-Dade Transit which forfeited their funds from FY 2007/08 on March 31 when they exceeded five years. The requirement to use the funds within five years was included in Attachment C of these agreements; it is not part of the JPA 'boilerplate' text. The district notified MDT of this forfeiture with a draft letter and also by telephone. MDT did invoice on these agreements but not enough to use all the original funds from FY 2017/08. (The district uses the oldest funds on an agreement first when paying invoices.) There are additional, newer funds in these JPAs which still may be used, so the district will not close out these JPAs at this time. Raymond prepared a memo about the forfeiture and gave it to Aileen Bouclé for review. Also Aileen is preparing a letter to explain the forfeiture. The forfeited funds reportedly will be reallocated rather than lost. Debora Rivera suggested that the district enter into new JPAs with MDT and close out these two old JPAs to avoid possible confusion about which funds in the JPAs expired and which still are available. The expired funds</p>	Raymond Freeman
8/5/2013	Meeting Time			<p>The meeting began at approximately 11:05 AM and ended at approximately 12:00 PM.</p>	