

Memorandum



Date: April 24, 2007

To: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

From: George M. Burdese
County Manager

Agenda Item No. 8(P)(1)(A)

Subject: Second Work Order Approval Recommendation in the Amount of \$12,055.12 Between Palm Engineering Group, Inc. and Miami-Dade County for the People's Transportation Plan (PTP) Project Entitled Design of Roadway Improvements Along SW 72 Avenue, Between SW 40 Street and SW 20 Street, in Commission District 6 (**Project # 20040334**)

Recommendation

The attached Work Order Approval Recommendation between Palm Engineering Group, Inc., and Miami-Dade County has been prepared by the Public Works Department (PWD) and is recommended for approval. This is the second Work Order issued to Palm Engineering Group, Inc., for expanded scope for the design of roadway improvements along SW 72 Avenue, between SW 40 Street and SW 20 Street. Proceeds from the Charter County Transit System Sales Surtax (the Surtax) will be used to fund this Work Order, therefore, approval by the Board of County Commissioners (BCC) and Citizens' Independent Transportation Trust (CITT) is required.

Scope

This site-specific project is included in the People's Transportation Plan (PTP) Ordinance under the Board Requested projects in Commission District 6.

Fiscal Impact/Funding Source

The fiscal impact will be approximately \$12,055.12 and will be funded from the Surtax.

Track Record/Monitor

PWD has reviewed records concerning Palm Engineering Group, Inc.'s performance and found that this consultant does not have any records in the database. However, during the first Work Order for this project, they have performed their tasks on time and at a satisfactory level. Throughout all People's Transportation Plan (PTP) projects, the responsible staff person in PWD will continue to be the PTP Coordinator, Mr. David Tinder, P.E. Following completion of the award process, the project will be assigned to Yanek Fernandez, PWD Project Manager, for day to day responsibilities.

The principal engineer for Palm Engineering Group, Inc. is Carlos D. Rolle. The primary office is located at 12491 SW 134 Court, Suite #20, Miami, Florida 33186.

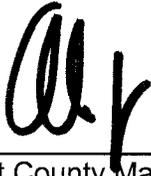
Background

In an effort to accelerate the continued success of the PTP Neighborhood Improvements initiative, PWD is taking advantage of various contracting mechanisms, such as the Equitable Distribution Program (EDP) available under the supervision of the Office of Capital Improvements (OCI).

Staff determined that the scope of work for this project resides within the guidelines of the EDP. The EDP allows various County Departments to access a pool of available, qualified engineering firms for small projects. Specifically, the program is limited to design of projects with a

construction limit of \$1 Million, or traffic engineering studies up to \$50,000.00. An EDP consultant request form was submitted to OCI with the project scope, estimated cost and qualifying engineering categories. OCI provided three (3) firms from the EDP rotating pool which were qualified for the subject work. PWD evaluated each firm's project proposal, resumes and performance history. As a result of this competitive selection process, PWD selected Palm Engineering Group, Inc. for the project, with the stipulation that approval for the work orders must be obtained from the BCC and the CITT due to guidelines associated with the funding source. This is the second Work Order issued to the aforementioned engineering firm for this project. Work Order 1, in the amount of \$47,532.72, was approved by the BCC on April 25, 2006.

Under the second Work Order, the aforementioned engineering firm will continue the preparation of construction documents for roadway improvements along SW 72 Avenue, between SW 40 Street to SW 20 Street, within Commission District 6. The second Work Order is necessary to address the expanded scope of the project. The scope for the first Work Order consisted of roadway improvements which included street and traffic operational improvements, milling and resurfacing, drainage improvements and landscaping beautification. However, additional features have been requested which were not included as part of the first Work Order. During review of the roadway plans, CSX requested the widening of the median and the addition of a right turn lane on SW 24 Street. The Florida Department of Transportation (FDOT) also requested the inclusion and modification of several traffic separators and concrete medians along the project limits. Finally, staff determined that the inclusion of a traffic signal at the intersection of SW 72 Avenue and SW 39 Street was needed in the final roadway construction plans. Due to this additional scope, the second Work Order has been prepared. The cost and time associated with the engineering services in this Work Order has been negotiated at \$12,055.12 and 60 calendar days, respectively.



Assistant County Manager

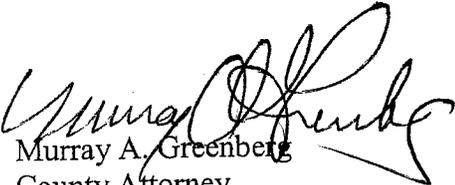


MEMORANDUM

(Revised)

TO: Honorable Chairman Bruno A. Barreiro
and Members, Board of County Commissioners

DATE: April 24, 2007

FROM: 
Murray A. Greenberg
County Attorney

SUBJECT: Agenda Item No. 8(P)(1)(A)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(P)(1)(A)
04-24-07

RESOLUTION NO _____

RESOLUTION APPROVING A WORK ORDER APPROVAL RECOMMENDATION IN THE AMOUNT OF \$12,055.12 BETWEEN PALM ENGINEERING GROUP, INC. AND MIAMI-DADE COUNTY FOR THE PEOPLE'S TRANSPORTATION PLAN (PTP) PROJECT ENTITLED DESIGN OF ROADWAY IMPROVEMENTS ALONG SW 72 AVENUE, BETWEEN SW 40 STREET AND SW 20 STREET, IN COMMISSION DISTRICT 6 (PROJECT # 20040334)

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the Work Order Approval Award Recommendation in the amount of \$12,055.12 between Palm Engineering Group, Inc. and Miami-Dade County for the People's Transportation Plan (PTP) project entitled Design of Roadway Improvements along SW 72 Avenue, between SW 40 Street and SW 20 Street, in Commission District 6 (Project # 20040334) in substantially the form attached hereto and made a part hereof.

The foregoing resolution was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Bruno A. Barreiro, Chairman	
Barbara J. Jordan, Vice-Chairwoman	
Jose "Pepe" Diaz	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Joe A. Martinez	Dennis C. Moss
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly passed and adopted this 24th day of April, 2007. This resolution shall become effective as follows: (1) ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board, and (2) either i) the Citizens' Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF COUNTY
COMMISSIONERS

HARVEY RUVIN, CLERK

Approved by County Attorney as
to form and legal sufficiency. 

Bruce Libhaber

By: _____
Deputy Clerk

MIAMI-DADE COUNTY
PUBLIC WORKS DEPARTMENT
Highway Engineering Division
WORK ORDER FOR ENGINEERING SERVICES

To: PALM ENGINEERING GROUP, INC.
 For: SW 72 AVE: SW 40 TO 20 ST

Date:
 Project No: 20040334

Resolution No: R-667-03

Resolution Date:

Work Order No: 2

PTP

Time for Completion: 60 Calendar days.

In accordance with the terms and conditions of the Equitable Distribution Program (EDP) Agreement as adopted by the Board of County Commission Resolution No. R-631-01 on June 5, 2001, repealed and superseded by resolution No. R-667-03 on June 17, 2003, you are hereby authorized to proceed with the modifications to the design plans for SW 72 Avenue from SW 40 Street to SW 20 Street

Your fee for this service is \$12,055.12 per the following breakdown:
 SW 24 Street Median Widening and Resurfacing \$6,068.84
 SW 39 Street Traffic Signal Plan \$2,910.04
 SW 24 Street Right Turn Lane \$3,076.24

These modifications to the roadway plans are necessary to include the traffic signal plans for SW 72 Avenue at SW 39 Street, the incorporation of a right turn lane, median widening and resurfacing at SW 72 Ave and SW 24 street. The fee is outlined in your proposal dated December 20, 2006 and is in accordance with the discussions held with County staff. The estimated time of completion is 60 days from the date of this work order.

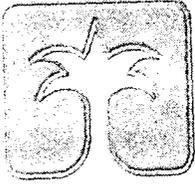
Work Order Amount: \$12,055.12

Funds Available: PTP

Index Code: CPEPTP10672A.99021

Approval Path:

<u>[Signature]</u>	<u>1/2/2007</u>	<u>[Signature]</u>	<u>1/2/07</u>
Highway Project Managers	Date	PTP COORDINATOR	Date
<u>[Signature]</u>	<u>1/16/07</u>	<u>[Signature]</u>	<u>1-17-07</u>
Highway Section Head	Date	Highway Division Chief	Date
<u>[Signature]</u>	<u>1/28/07</u>	<u>[Signature]</u>	<u>1/26/07</u>
Finance Approval	Date	Finance Review	Date
		<u>[Signature]</u>	<u>1/29/07</u>
PTP COORDINATOR	Date	Public Works Director	Date
O.C.I.	Date		



PALM
ENGINEERING
GROUP, INC.

RECEIVED

DEC 26 2006

MIAMI-DADE PUBLIC WORKS DEPT
HIGHWAY DIVISION PLANNING SECTION

December 20, 2006
Faxed to 305-679-7738

Yanek Fernandez, E.I.
Public Works Department
Highways Division
MIAMI-DADE COUNTY
111 NW 1st Street, Suite 1510
Miami, Florida 33128-1970

Dear Mrs. Fernandez,

**S.W. 72nd Avenue from SW 40th Street to SW 20th Street
Palm Project 0151.01**

Pursuant to our meeting on November 29, 2006, Palm Engineering Group, Inc. is pleased to present this proposal for **additional** engineering services for your consideration. This work will consist of milling, resurfacing, and median improvements for S.W. 24th Street (Coral Way) at the SW 72nd Avenue intersection as well as the implementation of the County's traffic signal improvement plans and associated improvements for the SW 39th Street / SW 72nd Avenue intersection in the construction document set.

It is our understanding that the additional work will include the following items as necessary:

- SW 24th Street median widening and associated lane adjustments
- SW 24th Street Milling and resurfacing
- Pavement markings and signage
- SW 24th Street right-turn bay modification
- Assistance with plans preparation for the traffic signal design at SW 39th Street (Miami-Dade County to provide pre-designed/drawn plans). Design associated lane adjustments to SW 72nd Avenue to accommodate protected lane / new traffic separator design.

More specifically, our scope of work will be as follows:

I. Construction Documents

Based on the survey data provided by the County for SW 24th Street as well as the signal design plans for SW 39th Street, we will develop the final design plans and

0151.01 SW 72nd Avenue

Page 1 of 3

12491 SW 134 Court, Suite #20, Miami, FL 33186
Tel: 305.387.8400, Fax: 305.387.8600
378.8596 378.8495

www.palmengineering.com

2632 Hollywood Blvd., Suite #207, Hollywood, FL 33020
Tel: 954.929.9283, Fax: 954.929.9284

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construction documents. The plans will be submitted at pre-determined work stages such as 90% and final, for your review and approval.

II. Bidding and Construction Phase Services (Optional)

[See Original SW 72nd Avenue Proposal]

Based on the above scope of work, we propose the following schedule of professional fees for Construction Document Preparation:

I. SW 24th Street Median Widening / Milling & Resurfacing

POSITION	SALARY RATE / hr	HOURLY FEE*	PROJECTED HOURS	TOTAL FEE
Senior Engineer	\$35	\$101.50	16	\$1,624.00
Project Engineer	\$29.33	\$85.05	24	\$2,041.20
CADD Operator	\$25	\$72.50	32	\$2,320.00
Clerical	\$14.42	\$41.82	2	\$83.64
Total:				\$6,068.84

II. SW 39th Street Signal Plan Preparation / Lane Modification

POSITION	SALARY RATE / hr	HOURLY FEE*	PROJECTED HOURS	TOTAL FEE
Senior Engineer	\$35	\$101.50	4	\$406.00
Project Engineer	\$29.33	\$85.05	8	\$680.40
CADD Operator	\$25	\$72.50	24	\$1,740.00
Clerical	\$14.42	\$41.82	2	\$83.64
Total:				\$2,910.04

III. SW 24th Right Turn Bay Improvements

POSITION	SALARY RATE / hr	HOURLY FEE*	PROJECTED HOURS	TOTAL FEE
Principal in Charge	\$38	\$110	0	\$0.00
Senior Engineer	\$35	\$101.50	8	\$812.00
Project Engineer	\$29.33	\$85.05	12	\$1,020.60
CADD Operator	\$25	\$72.50	16	\$1,160.00
Clerical	\$14.42	\$41.82	2	\$83.64
Total:				\$3,076.24

*Includes a 2.9 multiplier

Grand Total	\$12,055.12
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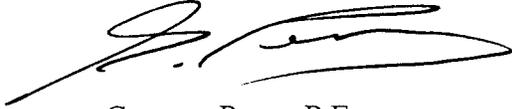
YF

o.c. YF

o.c. YF

We trust that you find this proposal acceptable, but do contact us for any questions you may have.

Very truly yours,



Gregory Perry, P.E.
Vice President

CC: Carlos D. Rolle, P.E., President
File

Approved as to the terms above.

Miami-Dade County

By:

Print Name

Title

Signature

Date

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**EQUITABLE DISTRIBUTION PROGRAM POOL
CONTINUOUS PROFESSIONAL SERVICES AGREEMENT
BETWEEN MIAMI-DADE COUNTY, FLORIDA, AND
CONSULTANT**

(Document Conformed to include Amendment Number 1)

THIS AGREEMENT made and entered into this 15th day of March in the year 2004, BY AND BETWEEN PALM ENGINEERING GROUP, INC., organized and existing under the laws of the State of Florida, having its principal office at 9010 SW 137th AVE #242, MIAMI, FL 33186 (Herein referred to as the "Consultant"), and Miami-Dade County, a political subdivision of the State of Florida, having its principal office at 111 NW 1st Street, Miami, Florida 33128 (hereinafter referred to as the "County"),

WITNESSETH:

WHEREAS, the Consultant has offered to participate in the County's Equitable Distribution Program (EDP) Pool and to provide services on an as needed basis and based upon any work authorizations issued hereunder that shall conform to the Scope of Services within the categories of technical certification as determined by the County.

WHEREAS, the County desires to procure from the Consultant such services through the issuance of work authorizations for the County, in accordance with the terms and conditions of the Agreement:

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties hereto agree as follows:

ARTICLE 1 – DEFINITIONS

- 1.01) **BOARD OF COUNTY COMMISSIONERS:** The duly elected officials authorized to act on behalf of the County.
- 1.02) **CONSULTANT:** The architect/engineer who has entered into a contract with the County to provide basic and additional professional services under Article 2 of this Agreement. He/she shall act as the County's representative for the duration of the project, inclusive of the Warranty Phase.
- 1.03) **CONTRACTOR:** The firm who has entered into a contract with the County for the construction of County facilities and incidentals thereto.
- 1.04) **DBD:** Department of Business Development
- 1.05) **EDP:** Equitable Distribution Program is established to equitably distribute on a rotational basis, architectural, engineering and architectural landscape services for miscellaneous type projects in which construction costs and study activities do not exceed the dollar threshold established by the Florida Statutes, Section 287.055, for Miami-Dade County.

WHEN THE CONSULTANT IS A CORPORATION

ATTEST:

Secretary:

[Signature]

PALM ENGINEERING GROUP, INC.

Signature

Legal Name of Corporation

GREGORY PERRY

1/23/04

By:

Legal Name

Signature

(Corporate Seal)

WHEN THE CONSULTANT IS A SOLE PROPRIETORSHIP OR OPERATES UNDER A TRADE NAME

ATTEST:

Witness:

Signature

Legal Name of Firm

Witness:

Signature

By:

Signature

Date signed:

Legal Name and Title

WHEN THE CONSULTANT IS A PARTNERSHIP

ATTEST:

Witness:

Signature

Legal Name of Partnership

Witness:

Signature

By:

Signature

Legal Name and Title

By:

Signature

Legal Name and Title

WHEN THE CONSULTANT IS AN INDIVIDUAL

Witness:

Signature

Signature

Witness:

Signature

Legal Name

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10:

MIAMI-DADE COUNTY, FLORIDA

Approved as to Insurance Requirements:

[Handwritten Signature]

Risk Management Division

Date: 02/18/04

Approved as to Form and Legal Sufficiency:

[Handwritten Signature]

Assistant County Attorney

Date: 2/23/04

IN WITNESS WHEREOF the said MIAMI-DADE COUNTY, FLORIDA, has caused this Agreement to be executed in its name by the County Manager, attested by the Clerk of the Board of County Commissioners, and has caused the seal of the Board of County Commissioners to be set hereto, as executed and attested by the undersigned this day and year first above written.

ATTEST:

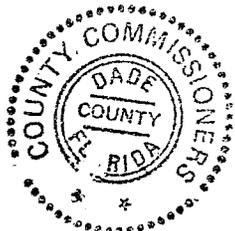
HARVEY RUVIN
Clerk, Circuit and County Courts

FOR:

BOARD OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

By: *[Handwritten Signature]*
_____ Kay Sullivan, Director
Clerk of the Board

By: *[Handwritten Signature]*
_____ George M. Burgess
County Manager



I STATE NOTHING FURTHER IN THIS AFFIDAVIT.

Signature:

Carlos Rolfe

Position/Title:

PRESIDENT

Name of Firm:

PALM ENGINEERING GROUP, INC.

The foregoing was sworn and subscribed before me this 23rd day of January, 2004 by Carlos Rolfe, who is personally known to me or who has produced Fla License as identification who being duly sworn, deposes and says that the above is true to the best of his knowledge, information and belief.

My Commission expires:

June 27, 2004

[Signature]

NOTARY PUBLIC
STATE OF FLORIDA



Genie V Bursa
My Commission CC9498-00
Expires June 27 2004

CR

OWNERSHIP DISCLOSURE FORM

Name of Firm: PALM ENGINEERING GROUP, INC.
 Address of Principal Office: 9010 SW 137th AVE, SUITE 242
MIAMI, FL 33186
 Managing Miami-Dade County Department: _____
 Project/Contract/Bid Number: _____

Position ¹	Name (Last, First Middle Initial)	Address	City, State	Zip	Percentage Ownership
<u>P</u>	<u>ROLLE, CARLOS D.</u>	<u>1801 NW 186 STREET</u>	<u>MIAMI, FL</u>	<u>33056</u>	<u>33 1/3%</u>
<u>VP</u>	<u>PERRY, GREGORY E.</u>	<u>8881 SW 158 AVE</u>	<u>MIAMI, FL</u>	<u>33193</u>	<u>33 1/3%</u>
<u>TREAS</u>	<u>LUCKY, WINSTON L.</u>	<u>13564 SW 124 AVE. RD.</u>	<u>MIAMI, FL</u>	<u>33186</u>	<u>33 1/3%</u>

Signature of Authorized Representative: 
 Print/Type Representative's Name: CARLOS D. ROLLE
 Representative's Position/Title: PRESIDENT
 Date: 1/23/04
 Phone Number: (305) 387-8400
 Facsimile Number: (305) 387-8600

¹ Position: P=President, VP=Vice President, TREAS=Treasurer, SECY=Corporate Secretary, D=Director, SH=Shareholder

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