

# Memorandum



**Date:** May 8, 2007

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

**From:** George M. Burdick  
County Manager

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

**Subject:** First Work Order Approval Recommendation in the Amount of \$23,220.00 Between Techno Engineering, Inc. and Miami-Dade County for the People's Transportation Plan (PTP) Project Entitled Design of Roadway Lighting Along SW 117 Avenue, Between SW 36 Street and Coral Way, in Commission District 10 (**Project # 20070474**)

## **Recommendation**

The attached Work Order Approval Recommendation between Techno Engineering, Inc., and Miami-Dade County has been prepared by the Public Works Department (PWD) and is recommended for approval. This is the first Work Order issued to Techno Engineering, Inc., for the design of roadway lighting along SW 117 Avenue, between SW 36 Street and Coral Way. 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**

The roadway lighting design under this subject contract falls solely within the boundaries of Commission District 10.

## **Fiscal Impact/Funding Source**

The fiscal impact will be approximately \$23,220.00 and will be funded from the Surtax. The proposed improvements qualify under the allowable work categories included in the PTP Neighborhood Improvements Section. Specific funding for this project has been allocated from the yearly Neighborhood Improvement allocation for Commission District 10.

## **Track Record/Monitor**

PWD has reviewed records concerning Techno Engineering, Inc.'s, performance and found that this consultant does not have any records in the database. However, Techno Engineering, Inc. has a similar on-going contract with PWD and 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 Mr. Rolando Jiménez Jr., P.E., PWD Project Manager, for day to day responsibilities.

The principal engineer for Techno Engineering, Inc. is Nazie Djahanshahi, P.E. The primary office is located at 155 Bentley Drive, Miami Springs, Florida 33166.

## **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).

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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 Techno Engineering, 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 first Work Order issued to the aforementioned engineering firm for this project.

The cost and time associated with the engineering services in this Work Order has been negotiated at \$23,220.00 and 90 calendar days, respectively.

  
Assistant County Manager



# MEMORANDUM

(Revised)

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

**DATE:** May 8, 2007

**FROM:** Murray A. Greenberg  
County Attorney

**SUBJECT:** Agenda Item No. 8(P)(1)(F)

**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)(F)

05-08-07

RESOLUTION NO \_\_\_\_\_

RESOLUTION APPROVING A FIRST WORK ORDER APPROVAL RECOMMENDATION IN THE AMOUNT OF \$23,220.00 BETWEEN TECHNO ENGINEERING, INC. AND MIAMI-DADE COUNTY FOR THE PEOPLE'S TRANSPORTATION PLAN (PTP) PROJECT ENTITLED DESIGN OF ROADWAY LIGHTING ALONG SW 117 AVENUE, BETWEEN SW 36 STREET AND CORAL WAY IN COMMISSION DISTRICT 10 (PROJECT NO. 20070474)

**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 First Work Order Approval Recommendation in the amount of \$23,220.00 between Techno Engineering, Inc. and Miami-Dade County for the People's Transportation Plan (PTP) project entitled Design of Roadway Lighting Along SW 117 Avenue, between SW 36 Street and Coral Way in Commission District 10 (Project No. 20070474) 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 8<sup>th</sup> day of May, 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 reaffirms 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

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency 

Bruce Libhaber

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

To: TECHNO ENGINEERING, INC.

Date: 02/23/2007

For: Roadway Lighting along SW 117 Avenue

Project No: 20070474

Resolution No: R-667-03

Resolution Date:

Work Order No: 1

PTP

Time for Completion: 90 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 preparation of the design/construction documents for installation of roadway lighting along SW 117 Avenue from SW 36 Street to Coral Way.

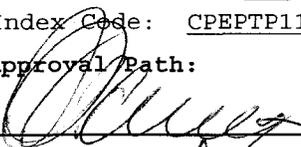
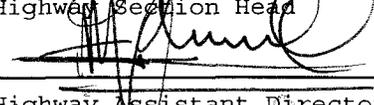
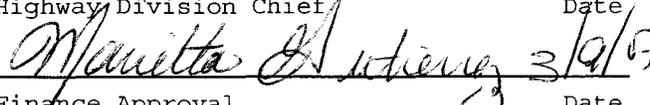
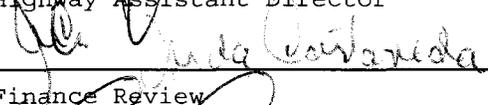
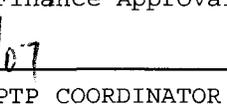
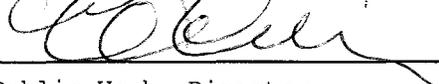
The cost for these services is outlined in your letter of proposal dated February 23, 2007 and is in accordance with discussions held with County staff. Accordingly, the total fee for this task is established at a not to exceed amount of \$23,220.00. The time for completion is 90 days after the notice is given to proceed.

Work Order Amount: \$23,220.00

Funds Available: PTP

Index Code: CPEPTP110LIG.BCC10C.STLIGH.21411 99130

**Approval Path:**

	<u>2/23/07</u>		<u>2/23/07</u>
Highway Project Managers	Date	PTP COORDINATOR	Date
	<u>3/2/07</u>		<u>3/2/07</u>
Highway Section Head	Date	Highway Division Chief	Date
	<u>3/2/07</u>		<u>3/9/07</u>
Highway Assistant Director	Date	Finance Approval	Date
	<u>03/07/07</u>		
Finance Review	Date	PTP COORDINATOR	Date
	<u>3/13/07</u>		
Public Works Director	Date	O.C.I.	Date

# E D P

## Equitable Distribution Program

### ASSIGNMENT AND AGREEMENT FORM

OCI Office of Capital Improvements

Miami-Dade County

Section I

User Department		Project Manager		Telephone Number	Date
PUBLIC WORKS DEPARTMENT		JIMENEZ, ROLANDO		305-375-1909	01/12/2007
				Fax Number	
				--	
Project#:	EDP-PW-20070474	Title:	ROADWAY LIGHTING-SW 117 AVE FROM SW 36 ST TO CORAL WAY		
<b>Scope of Work</b>					
Prime			Sub		
Tech. Cert. Required	0310				
Initial Estimated Cost	\$20,000.00 <del>23,220.00</del> RJ				

Forward the completed Assignment and Agreement Form with a copy of the Service Order to OCI

Section II

Selected PRIME Firms			
T.C. = 0310			
Company Name	Contact Name	Phone#	Fax#
TECHNO ENGINEERING, INC.	MEHRNAZ DJAHANSHAHI	561-627-8112	561-627-1171
Authorizing Representative		Signature	Date
			Auth. Fees (Award)

Selected SUB CONTRACTING Firms

Section III

JIMENEZ, ROLANDO		
Name of Project Manager	Signature	Date
ONA, LEANDRO		
Department Designee	Signature	Date

Please forward all information and questions to Elizabeth "Biba" Zabowski, OCI  
 biba@miamidade.gov    Fax 305-350-6265    Tel 305-375-2824  
 111 NW First Street, SPCC, 21st Floor, Miami, Florida 33128



**Miami Dade County Public Works  
Street Lighting Project  
SW 117 Ave from SW 36Th St. to Coral Way  
COST BREAKDOWN**

Project No.# 20070474

TASK & DESCRIPTION	PERSONNEL	RATE	QTY.	UNIT	SUB-TOTAL
<b>Phase 1 Pre-Design</b>					
Correspondence	Sr. Engineer	\$130.00	2	Hr.	\$ 260.00
Site Visit/Meeting	Sr. Engineer	\$130.00	4	Hr.	\$ 520.00
<b>Phase 2 Final Design Phase</b>					
<b>Task A Construction Plan Prep.</b>					
Electrical Design-60%	Sr. Engineer	\$130.00	20	Hr.	\$ 2,600.00
Cadd Drafting-60%	Sr. Designer	\$80.00	20	Hr.	\$ 1,600.00
Photometric Study-60%	Staff Engineer	\$90.00	20	Hr.	\$ 1,800.00
Electrical Design-90%	Sr. Engineer	\$130.00	20	Hr.	\$ 2,600.00
Cadd Drafting-90%	Sr. Designer	\$80.00	20	Hr.	\$ 1,600.00
Photometric Study-90%	Staff Engineer	\$90.00	15	Hr.	\$ 1,350.00
Electrical Design-100%	Sr. Engineer	\$130.00	15	Hr.	\$ 1,950.00
Cadd Drafting-100%	Sr. Designer	\$80.00	15	Hr.	\$ 1,200.00
Photometric Study-100%	Staff Engineer	\$90.00	12	Hr.	\$ 1,080.00
Utility as-built	Sr. Designer	\$80.00	20	Hr.	\$ 1,600.00
<b>Task B Detailed Cost Estimate</b>					
Cost Estimate-60%	Sr. Engineer	\$130.00	3	Hr.	\$ 390.00
Cost Estimate-90%	Sr. Engineer	\$130.00	3	Hr.	\$ 390.00
Cost Estimate-100%	Sr. Engineer	\$130.00	2	Hr.	\$ 260.00
<b>Task C Project Meetings</b>					
Meeting w/ Roadway-60%	Sr. Engineer	\$130.00	6	Hr.	\$ 780.00
Meeting w/ Roadway-90%	Sr. Engineer	\$130.00	6	Hr.	\$ 780.00
Meeting w/ Roadway-100%	Sr. Engineer	\$130.00	6	Hr.	\$ 780.00
Meeting w/ FPL	Sr. Engineer	\$130.00	6	Hr.	\$ 780.00
<b>Task E Reimbursables</b>					
Re-prographics		\$ 50.00	4	Ea	\$200.00
Mylars					\$600.00
Courier					\$100.00
<b>TOTAL PROJECT</b>					<b>\$ 23,220.00</b>

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# EQUITABLE DISTRIBUTION PROGRAM CONTINUOUS PROFESSIONAL SERVICES AGREEMENT – EDP 2011-C

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## THIS AGREEMENT

Made as of the 21 day of December in the year 2006

**Between the County:**

Miami-Dade County Florida, a political subdivision of the State of Florida, acting by and through its Board of County Commissioners, hereinafter called the "County", which shall include its officials, successors, legal representatives, and assigns.

**and the Architect/Engineer:**

Name: Techno Engineering, Inc  
Address: 840 US HWY one, # 320 NPB, P.O. 33408  
Phone Number: 561-627-8112  
Fax Number: 561-627-1171

The term Architect/Engineer shall include its officials, successors, legal representatives, and assigns.

The scope of services include, but are not limited to, complete professional architectural, civil engineering, structural, mechanical/plumbing engineering, electrical engineering and landscape design services, construction engineering and inspection services, as may be required by any applicable work authorization issued under this Agreement.

### WITNESSETH:

WHEREAS, the Consultant is an approved participant in the County's Equitable Distribution Program (EDP) to provide architectural, engineering and architectural landscape services on an as needed basis for County projects in which the construction costs and/or in which the study activity service fees do not exceed the limits established by the Florida Statutes, Section 287.055 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.

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

identified in the work authorization and the method of compensation determined and agreed to, prior to proceeding with the work authorization.

User departments submit the work assignment request including a detailed scope of work to OCI for assignment of appropriate design professionals in the EDP.

The user department shall review the qualifications of the prime firms provided by OCI and select the most qualified firm. Provided the prime firm is in compliance with the program mandates, Departments will proceed with negotiating the services. If a prime firm is certified in all of the required technical certification categories, it may perform the required services with its own work force otherwise the prime shall select authorized EDP sub consultant from the firms provided by OCI.

If negotiations fail with the most qualified firm, the user department shall immediately notify OCI of such failure and begin negotiations with the next most qualified firm.

Firms that demonstrate an inability to effectively respond to EDP request for services and adherence to the project schedules will be given written notice to improve their performance. In addition, user department shall evaluate the performance of the EDP consultant upon completion of the service order. Poor performance may result in suspension from the program.

If a Department requires specific expertise within a particular technical certification, OCI is authorized to survey firms within the EDP rotation for the assignment. Additionally, OCI may, upon the written request of the user department director, approve a specific firm qualified in the appropriate technical areas when deemed in the best interest of the County.

Firms will be required to report to the user agency all fees earned as a prime and/or sub consultant on each EDP assignment.

In the event that any work authorization shall be cancelled or changed, the using agency shall forward such information to the OCI and all affected outstanding fees of each respective firm shall be credited and their position within the EDP Pool shall be adjusted.

3.72 Utilization Report (UR): Pursuant to County requirements, Consultants are required to report all monies received and paid for professional services including payments to Sub consultants(s) if applicable to the user agency. The EDP utilization reporting shall be in accordance with OCI and DBD Policies and Procedures.

### 3.8 TERM OF AGREEMENT:

This term of this Agreement shall begin upon execution by the parties and shall be in effect until all Services are completed or until those Services Orders in force at the end of the stated period of time have been completed and the Services accepted, whichever may be later. This Agreement will expire on September 30, 2011.

Nothing in this Article shall prevent the County from exercising its rights to terminate the Agreement as provided elsewhere herein.

- 9.6 Costs for material testing authorized by the County.
- 9.7 Costs for mailing of bid documents (if required).
- 9.8 Courier services to deliver documents (if required).
- 9.9 Rental of specialized equipment and purchase of special instruments necessary for the efficient performance of the work, provided that such instruments remain the property of the County upon completion of the work and authorization was granted for the purchase by the County.
- 9.10 Items not listed shall be reviewed on a case-by-case basis and shall be approved in advance by the Director or his/her designee.

**ARTICLE 10 - SPECIAL PROVISIONS**

The following provisions are to be used AS APPLICABLE:

Contract Measures are not applicable to this contract, however, the consultant selected for a work assignment under this contract is required to comply with the specific local and federal guidelines applicable to the particular County Agency requesting the services of the consultant. The specific participation requirements shall be discussed by the individual Agency with the selected consultant and made a part of the service order for each project assignment.

**ARCHITECT/ENGINEER (CORPORATION)**

*Techno Engineers, Inc.*

(Legal Name of Corporation)

**ATTEST:**

Secretary *[Signature]*  
(Signature and Seal)

By: *[Signature]*  
Architect/Engineer - Signature

*Mehnaz D Zahanshah*  
(Type Name)  
(Type Name & Title)

AS DEPT  
FINANCE DIVISION

MAR 05 2007

**RECEIVED**

**ARCHITECT/ENGINEER (INDIVIDUAL, PARTNERSHIP OR JOINT VENTURE)**

\_\_\_\_\_ Legal Name  
Witness: \_\_\_\_\_ By: \_\_\_\_\_ Signature  
\_\_\_\_\_ (Type Name)  
SSN: \_\_\_\_\_

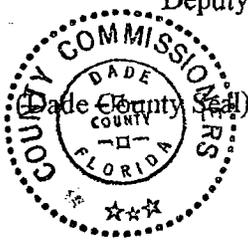
**MIAMI-DADE COUNTY, FLORIDA**

**ATTEST:**

\_\_\_\_\_, CLERK

BY: *[Signature]*  
Deputy Clerk 1/19/07

By: *[Signature]*  
County Manager



Approved as to form and legal sufficiency

    *RAP*    

Assistant                  County                  Attorney