Memorandum

MIAMI-DADE COUNTY

Date: January 21, 2010

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Agenda Item No. 9(A)(3)

Subject: Equitable Distribution Program Professional Services Agreements
Second and Third Quarter 2009 Ratification Reports

Recommendation

It is recommended that the Board of County Commissioners (Board) adopt the attached resolution ratifying the County Manager's execution of 24 Equitable Distribution Program (EDP) Professional Services Agreements (PSA) during the Second and Third Quarters of 2009 as identified on the attached EDP PSA Ratification Reports. (Exhibit "A and B") EDP contracts are regularly issued and renewed to qualified local architectural, engineering and landscape architectural firms (A&E) that are in good program standing. The EDP PSA is the formal mechanism which allows County Agencies to issue work authorizations to the eligible EDP participants. The contracts do not have an award value because there is no guaranteed compensation.

Scope

EDP professional service orders impact the capital improvement plans throughout the entire County and all Commission Districts.

Fiscal Impact/Funding

Funding for the professional services ordered under the EDP is identified at the time of issuance of the service order and is consistent with each department's capital project budgets.

Tracking/Monitor

Each EDP service order specifies the department's contact person responsible for the project. The "EDP Department Project Reports" are available in the Capital Improvements Information System (CIIS). The EDP program is managed by the Office of Capital Improvements.

Delegated Authority

Resolution R-631-01 establishing the EDP Program which was superseded by R-667-03 delegated the authority to the County Manager to execute and terminate EDP contracts which are subsequently sent for Board ratification on a quarterly basis.

Background

The EDP was established by the Board of County Commissioners in June 2001. The EDP is a pre-qualified pool of eligible architectural and engineering (A&E) firms designed to increase opportunities for locally based businesses. The objectives of this program are to equitably and expeditiously distribute small capital improvement design projects within the thresholds established in Florida State Statute 287.055 for continuous contracts, as well as to facilitate contract opportunities for architectural and engineering firms. The EDP also affords County department's access to qualified professionals for smaller projects without necessitating a formal solicitation process. The program is structured to distribute projects to participants through a centralized rotational system based on each firm's prior contracting opportunities with the County. The intent of the legislation adopting the EDP was for all

qualified architectural and engineering firms that have not had a previous service opportunity with the County to receive an EDP professional services agreement.

This program continues to serve its objective in providing many firms with valuable exposure and experience to successfully and more effectively compete in the marketplace. As a result, many new local firms have been able to foster a successful business relationship with the County.

From the implementation of the EDP in 2002 through June 30, 2009, over 1,300 EDP assignments totaling more than $60 million in potential service fees have been dispersed to 328 firms. 280 of the 340 current active members have participated on EDP projects and over 85% of these firms are active CSBE firms. Assignments are issued on a rotational basis to eligible firms. Each firm's position in the EDP Pool is based on each of the firm's approved County technical categories and the rotational value determined from their net County dollars awarded and/or paid over the last three (3) years.

The program has provided an efficient mechanism for capital departments to access qualified firms, and increase competition. The County has also benefited from the implementation of this program by providing A&E professional services in a more expeditious manner. Historically, the solicitation process for procuring miscellaneous contracts took approximately nine (9) months. The average EDP project award takes approximately thirty (30) days.

In October 2006, many of the original EDP contracts began to expire. Consequently, OCI provided new contracts to the firms in good standing. The attached Second and Third Quarter 2009 Ratification Reports list the firms that have executed a contract during these periods.

Assistant County Manager

MEMORANDUM
(Revised)

TO: Honorable Chairman Dennis C. Moss and Members, Board of County Commissioners

DATE: January 21, 2010

FROM: R. A. Cuevas, Jr. County Attorney

SUBJECT: Agenda Item No. 9(A)(3)

Please note any items checked.

_____ **"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**

_____ **Ordinance creating a new board requires detailed County Manager's report for public hearing**

_____ **No committee review**

_____ **Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous _____) to approve**

_____ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 9(A)(3)
1-21-10

RESOLUTION NO. _____

RESOLUTION RATIFYING THE COUNTY MANAGER'S ACTIONS, AS AUTHORIZED BY SECTION 2-10.4 OF THE CODE OF MIAMI-DADE COUNTY IN APPROVING AGREEMENTS FOR CONTINUING SERVICES UNDER THE COUNTY'S EQUITABLE DISTRIBUTION PROGRAM

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 ratifies the actions of the County Manager, as authorized by Section 2-10.4 of the Code of Miami-Dade County, in approving the recommendations listed on Exhibit "A and B" 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:

Dennis C. Moss, Chairman
Jose "Pepe" Diaz, Vice-Chairman

Bruno A. Barreiro	Audrey M. Edmonson
Carlos A. Gimenez	Sally A. Heyman
Barbara J. Jordan	Joe A. Martinez
Dorrin D. Rolle	Natacha Seijas
Katy Sorenson	Rebeca Sosa
Sen. Javier D. Souto	

The Chairman thereupon declared the resolution duly passed and adopted this 21st day of January, 2010. This resolution shall become effective 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.

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. _____

Hugo Benitez

Office of Capital Improvements

Equitable Distribution Program (EDP) Continuous Professional Services Agreements

EXHIBIT A

EDP PSA **Ratification Report Second Quarter 2009**

NOTE: Department work assignments are issued on an as needed basis based on the firms previous award and paid history on County projects.

EDP PSA 2011 A Expires 03/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
AMBRO, INC.	02/12/09	02/12/09		✓	CBE, DBE, MICRO/SBE
CURTIS & ROGERS DESIGN STUDIO, INC.	01/09/09	01/09/09		✓	CBE, DBE, MICRO/SBE
DESIGNONE, INC.	02/11/09	02/12/09		✓	CSBE, DBE, CBE, MICRO/SBE

EDP PSA 2011 B Expires 5/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
GANNETT FLEMING, INC.	03/04/09	03/0409		✓	
GOPMAN CONSULTING ENGINEERS, INC.	01/13/09	01/14/09	✓		
HARDESTY & HANOVER , LLP.	01/07/09	01/09/09		✓	
JM ENGINEERS, INC.	01/26/09	01/27/09		✓	CBE, DBE, MICRO/SBE
LAURA LLERENA & ASSOCIATES, INC.	02/19/09	02/22/09		✓	CBE, MICRO/SBE

EDP PSA 2011 C Expires 9/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
PROFESSIONAL SERVICE INDUSTRIES, INC.	01/09/09	01/09/09		✓	
THE CURTIS GROUP, INC.	02/18/09	02/22/09	✓		
TLC ENGINEERING FOR ARCHITECTURE, INC.	01/26/09	01/27/09		✓	

Office of Capital Improvements
Equitable Distribution Program (EDP) Continuous Professional Services Agreements **EXHIBIT B**
EDP PSA Ratification Report Third Quarter 2009

NOTE: Department work assignments are issued on an as needed basis based on the firms previous award and paid history on County projects.

EDP PSA 2011-A Expires 03/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
CONSULTING ENGINEERING & SCIENCE, INC.	03/31/09	04/01/09		✓	

EDP PSA 2011-B Expires 5/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
J. BONFILL AND ASSOCIATES, INC.	04/02/09	04/02/09		✓	CBE, DBE, SBE

EDP PSA 2011-C Expires 9/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
OJITO AND ASSOCIATES, INC.	04/23/09	04/24/09		✓	CBE, CSBE, MICRO/SBE
SHAW ENVIRONMENTAL, INC.	04/22/09	04/23/09		✓	
TARGET ENGINEERING GROUP, INC.	04/28/09	04/29/09		✓	

EDP PSA 2011-D Expires 12/31/2011	Manager Approval	Clerk Approval	Member First PSA	Member Renewal	Business Enterprises
WILLIAM LANE ARCHITECTS, INC.	05/18/09	05/21/09	✓		CBE, MICRO/SBE
URS CORPORATION SOUTHERN	05/27/09	05/28/09		✓	
NELCO TESTING & ENGINEERING SERVICES	06/09/09	06/10/09	✓		DBE, MICRO/SBE
SBLM ARCHITECTS PC	06/09/09	06/10/09	✓		
ELEMENTS, L.L.C.	06/16/09	06/22/09	✓		
C E S CONSULTANTS, INC.	06/24/09	06/25/09		✓	CBE, CSBE, DBE, MICRO/SBE
FILER & HAMMOND ARCHITECTS, INC.	06/24/09	06/25/09	✓		
DEVELOTEC, INC.	06/29/09	06/29/09	✓		CBE, DBE, MICRO/SBE