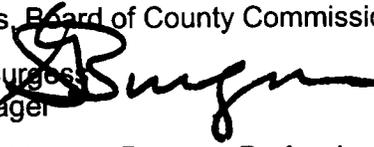


Memorandum



Date: April 13, 2011

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: George M. Burgess
County Manager 

Subject: Equitable Distribution Program Professional Services Agreements
2010 Ratification Report

INLUC
Agenda Item No. 3(I)

Recommendation

It is recommended that the Board of County Commissioners (Board) adopt the attached resolution ratifying the County Manager's execution of 17 Equitable Distribution Program (EDP) Professional Services Agreements (PSA) in the last three quarters of FY 2010 as identified on the attached EDP PSA Ratification Reports. (Exhibit "A, B and C") EDP contracts are regularly issued and renewed to qualified local architectural, engineering and landscape architectural firms (A&E) that are in good standing. The EDP PSA is the formal mechanism which allows County Agencies to issue work authorizations to 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. There is no guaranteed compensation in these contracts. Any ongoing fiscal impacts from the resulting capital projects will be included as part of individual departments' future annual operating 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, George Navarrete, Director.

Delegated Authority

Resolution R-631-01 establishing the EDP Program which was superseded by R-667-03 delegated the authority to the County Mayor or Mayor's designee to execute and terminate EDP contracts which are subsequently sent for Board ratification.

Background

The Equitable Distribution Program was established by the Board 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 continuing contracts, as well as to facilitate contract opportunities for architectural and engineering firms. The EDP 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 through September 30, 2010 over 1,400 EDP assignments totaling more than \$70 million in potential service fees have been disbursed among 85% of the 342 EDP members. Also, more than 85% of the Small Business Enterprise EDP members have received work opportunities. 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 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 months. The average EDP project award takes approximately 45 days.



Assistant County Manager



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE:

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

SUBJECT: Agenda Item No.

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

Agenda Item No.

Veto _____

Override _____

RESOLUTION NO. _____

RESOLUTION RATIFYING THE COUNTY MAYOR OR MAYOR'S DESIGNEE 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 Mayor or Mayor's designee, as authorized by Section 2-10.4 of the Code of Miami-Dade County, in approving the recommendations listed on Exhibits "A, B and C" 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:

- | | |
|-------------------|-------------------------------------|
| | Joe A. Martinez, Chairman |
| | Audrey M. Edmonson, Vice Chairwoman |
| Bruno A. Barreiro | Lynda Bell |
| Jose "Pepe" Diaz | Carlos A. Gimenez |
| Sally A. Heyman | Barbara J. Jordan |
| Jean Monestime | Dennis C. Moss |
| Rebeca Sosa | Sen. Javier D. Souto |

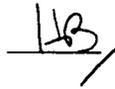
The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of May, 2011. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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
EDP PSA Ratification Report Second Quarter FY 2010

EXHIBIT A

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-D-R Expires 12/31/2011	PSA Reveived	Manager Approval	Clerk Approval	First Contract	Contract Renewal	Business Enterprises
CAMP DRESSER & MCKEE INC. (CDM)	12/21/09	01/06/10	01/07/10		✓	
CARLAB, INC.	01/27/10	02/08/10	02/08/10	✓		DBE
HUFSEY NICOLAIDES GARCIA SUAREZ ASSOCIATES, INC.	12/23/09	01/06/10	01/07/10	✓		CBE, SBE
RC GROUP, LLC	01/22/10	02/02/10	02/03/10	✓		
S.E.T. ENGINEERING & TESTING LAB., CORP.	12/16/09	01/22/10	01/22/10		✓	
SUN-TECH ENGINEERING, INC.	02/25/10	03/04/10	03/04/10	✓		
TIERRA, INC.	12/07/09	01/06/10	01/07/10		✓	
VANUS, INC.	01/27/10	02/08/10	02/08/10	✓		CBE
WRS INFRASTRUCTURE & ENVIRONMENT, INC.	03/11/10	03/18/10	03/18/10	✓		
Total EDP PSA Completed 9						

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Office of Capital Improvements

Equitable Distribution Program (EDP) Continuous Professional Services Agreements

EXHIBIT B**EDP PSA Ratification Report Third Quarter FY 2010**

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-D-R Expires 12/31/2011	PSA Reveled	Manager Approval	Clerk Approval	First Contract	Contract Renewal	Business Enterprises
ATC ASSOCIATES, INC.	04/09/10	04/15/10	04/16/10	✓		
V.E. ALVAREZ & PARTNERS, LLC	04/12/10	05/04/10	05/06/10	✓		CBE, DBE
FANJUL & ASSOCIATES, LLC	05/13/10	05/21/10	05/21/10	✓		
SIDDIQ KHAN & ASSOCIATES, INC.	05/25/10	06/01/10	06/02/10		✓	
SELLEK ARCHITECTURAL CONSULTANTS, INC.	06/11/10	06/22/10	06/22/10		✓	CBE

Total EDP PSA Completed: 5

7

Office of Capital Improvements
 Equitable Distribution Program (EDP) Continuous Professional Services Agreements
 EDP PSA Ratification Report Fourth Quarter FY 2010

EXHIBIT

C

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-D-R Expires 12/31/2011	Manager Approval	Clerk Approval	First Contract	Contract Renewal	Business Enterprises
ENVIRONMENTAL REGULATORY COMPLIANCE, INC. (ERC)	09/21/10	09/21/10	✓		CBE
MAURICE GRAY ASSOCIATES, INC.	07/15/10	07/16/10		✓	CBE
SCHINDLER ARCHITECTS, INC.	07/15/10	07/16/10		✓	

Total EDP PSA Completed: 3