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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

# Memorandum

MIAMI-DADE COUNTY

**Date:** December 4, 2012

Agenda Item No. 8(F)(8)

**To:** Honorable Vice Chairwoman Audrey M. Edmonson and Members, Board of County Commissioners

**From:** Carlos A. Gimenez
County Mayor

**Subject:** Equitable Distribution Program Professional Services Agreements FY 2012 Ratification

Resolution No. R-1013-12

**Recommendation**
It is recommended that the Board of County Commissioners (Board) ratify the execution of Equitable Distribution Program (EDP) Professional Services Agreements (PSA) entered into from October 1, 2011 through September 30, 2012. The attached EDP PSA Quarterly Ratification Reports (Exhibits A through D) identify the firms that were assigned work through the EDP Program during this period.

EDP contracts are issued and renewed regularly to qualified local architectural, engineering and landscape architectural (A&E) firms that are in good standing. The EDP PSA is the formal mechanism which allows County departments to issue work authorizations to eligible EDP participants.

**Scope**
EDP professional service orders impact the capital improvement plans throughout the entire County.

**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**
The EDP program is managed by Luisa Millan, Acting Division Director, Design and Construction Services Division in the Internal Services Department.

The "EDP Department Project Reports" are available in the Capital Improvements Information System (CIIS) or on the County's website.

**Delegated Authority**
Resolutions R-631-01 and R-667-03, which govern the EDP Program, delegate authority to the County Mayor or County Mayor's designee to execute and terminate EDP contracts which are subsequently sent to the Board for ratification.

**Background**
EDP was established by the Board in June 2001 as a pre-qualified pool of eligible 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 A&E firms. EDP affords County departments access to qualified professionals for smaller projects without necessitating a formal solicitation process. The program is structured to distribute projects to participants that have received the fewest previous opportunities with the County through a centralized rotational system. Furthermore, the intent of the legislation adopting the EDP was to provide A&E firms with valuable exposure and experience in working on County projects and more effectively compete in

the marketplace. As a result, many new local and small firms have been able to foster successful business relationships with the County and within the private sector.

Over 1,600 EDP assignments totaling more than $90 million in potential service fees have been disbursed to A&E firms since inception of the program in 2001. In FY 2011-12, 86 assignments were initiated for estimated fees totaling $7.8 million. Currently, there are 342 members in the EDP program including 16 new members in this reporting period. Approximately 90 percent of the EDP Community Business Enterprise firms have received work through the program.

To ensure equitable distribution of work, each firm's position in the EDP Pool is based on County approved technical categories and the rotational value is determined from their net County dollars awarded and/or paid over the last three years. As such, the majority of the assignments are distributed to firms that have received the fewest previous opportunities with the County.

The County has also benefited from the implementation of this program by providing A&E professional services in a more expeditious manner.

Attachments

Edward Marquez
Deputy Mayor

# MEMORANDUM
**(Revised)**

**TO:** Honorable Vice Chairwoman Audrey M. Edmonson and Members, Board of County Commissioners

**DATE:** December 4, 2012

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

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

**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. 8(F)(8)
12-4-12

RESOLUTION NO. R-1013-12

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, C and D" attached hereto and made a part hereof.

The foregoing resolution was offered by Commissioner **Bruno A. Barreiro**, who moved its adoption. The motion was seconded by Commissioner **Audrey Edmonson** and upon being put to a vote, the vote was as follows:

Audrey M. Edmonson, Vice Chairwoman **aye**

| | | | |
|---|---|---|---|
| Bruno A. Barreiro | **aye** | Lynda Bell | **absent** |
| Esteban L. Bovo, Jr. | **aye** | Jose "Pepe" Diaz | **aye** |
| Sally A. Heyman | **aye** | Barbara J. Jordan | **absent** |
| Jean Monestime | **aye** | Dennis C. Moss | **aye** |
| Rebeca Sosa | **aye** | Sen. Javier D. Souto | **absent** |
| Xavier L. Suarez | **absent** | Juan C. Zapata | **aye** |

The Chairperson thereupon declared the resolution duly passed and adopted this 4th day of December, 2012. 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: Christopher Agrippa
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Hugo Benitez

**Internal Services Department**
Equitable Distribution Program (EDP)
Continuous Professional Services Agreements
**EDP PSA Ratification Report First Quarter FY 2011 - 2012**
**(October 1, 2011 - December 31, 2011)**

**EXHIBIT A**

| EDP-PSA-2013-A | Mayor Approval | Initial Contract | Contract Renewal | Business Enterprises |
|---|---|---|---|---|
| BUREAU VERITAS NORTH AMERICA, INC. | 10/03/11 | | ✓ | — |
| IDEAL ARCHITECTURAL DESIGN, P.A. | 10/03/11 | | ✓ | CBE / MICRO/SBE |
| **EDP-PSA-2013-A.1** | **Mayor Approval** | **Initial Contract** | **Contract Renewal** | **Business Enterprises** |
| ACB2 ENGINEERING, INC. | 11/08/11 | ✓ | | CBE / CSBE |
| ECOLOGY AND ENVIRONMENT, INC. | 10/13/11 | | ✓ | — |
| FORD ENGINEERS, INC. | 10/13/11 | | ✓ | CBE |
| G & G ENGINEERING GROUP, INC. | 10/13/11 | ✓ | | CBE / CSBE |
| HANDEX CONSULTING AND REMEDIATION SOUTHEAST, LLC | 11/03/11 | | ✓ | — |
| INDIGO SERVICE CORPORATION | 11/02/11 | | ✓ | CBE |
| METCO SERVICES SOUTHEAST, LLC | 10/12/11 | ✓ | | CBE |
| NETWORK ENGINEERING SERVICES, INC. dba BOLTON PEREZ AND ASSOCIATES, INC. | 10/12/11 | | ✓ | CBE / SBE |
| NEW MILLENNIUM DESIGN CONSULTANTS, INC. | 11/03/11 | | ✓ | — |
| **EDP-PSA-2014** | **Mayor Approval** | **Initial Contract** | **Contract Renewal** | **Business Enterprises** |
| BLISS & NYITRAY, INC. | 12/08/11 | ✓ | | CBE |
| DOUGLAS WOOD & ASSOCIATES, INC. | 12/08/11 | | ✓ | CBE |
| FERGUSON GLASGOW SCHUSTER SOTO, INC. | 12/08/11 | | ✓ | CBE / MICRO/SBE |
| GALLARDO ARCHITECTS, INC. | 12/08/11 | | ✓ | CBE |
| HARDESTY & HANOVER LLP | 12/08/11 | | ✓ | — |
| HDR ENGINEERING, INC. | 12/08/11 | | ✓ | — |
| INNOVATIVE ENGINEERING GROUP, INC. | 12/08/11 | | ✓ | — |
| JSA GROUP INC. | 12/22/11 | | ✓ | DBE / CBE / MICRO/SBE |
| ROSS & BARUZZINI, INC. | 12/23/11 | | ✓ | — |
| SEQUEIRA & GAVARRETE, P.A. | 12/23/11 | | ✓ | — |
| SILVA ARCHITECTS, LLC | 12/08/11 | | ✓ | CBE |
| **Total EDP PSA Completed: 22** | | | | |

**Internal Services Department**
Equitable Distribution Program (EDP)
Continuous Professional Services Agreements
**EDP PSA Ratification Report Second Quarter**
**FY 2011 - 2012 (January 1, 2012 - March 31, 2012)**

**EXHIBIT B**

| EDP-PSA-2014 | Mayor Approval | Initial Contract | Contract Renewal | Business Enterprises |
|---|---|---|---|---|
| ATKINS NORTH AMERICA, INC. (Formerly POST, BUCKLEY, SCHUH & JERNIGAN, INC.) | 1/20/2012 | | ✓ | — |
| BASULTO & ASSOCIATES, INC. | 1/20/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| BORRELLI & PARTNERS, INC. | 1/20/2012 | ✓ | | CBE - SBE |
| CAS ENGINEERING, INC. | 2/1/2012 | | ✓ | — |
| CONSULTING ENGINEERING & SCIENCE, INC. | 3/12/2012 | | ✓ | — |
| JRA, INC. | 2/1/2012 | | ✓ | CBE |
| LANGAN ENGINEERING AND ENVIRONMENTAL SERVICES, INC. | 1/20/2012 | | ✓ | — |
| MALCOLM PIRNIE, INC. | 2/13/2012 | | ✓ | — |
| MEP ENGINEERING INC. | 3/12/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| N25 ARCHITECTURE CO. | 1/12/2012 | | ✓ | — |
| NYARKO ARCHITECTURAL GROUP, INC. | 3/27/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| PROCON ENGINEERING, INC. | 2/1/2012 | | ✓ | CBE - DBE |
| REYNOLDS, SMITH AND HILLS, INC. | 1/20/2012 | | ✓ | — |
| RO ARCHITECTS + PLANNERS, INC. | 1/12/2012 | | ✓ | CBE - DBE |
| RODRIGUEZ PETERSON & PORRAS ARCHITECTS, INC. | 3/27/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| ROSENBERG DESIGN GROUP, INC. (dba) ROSENBERG GARDNER DESIGN | 1/12/2012 | | ✓ | CBE |
| ROSS ENGINEERING INC. | 2/13/2012 | | ✓ | CBE - MICRO/SBE |
| THE CORRADINO GROUP, INC. | 2/29/2012 | | ✓ | — |
| THE RUSSELL PARTNERSHIP, INC. | 1/20/2012 | ✓ | | — |
| VEE ARCHITECTURE, CORP. | 3/12/2012 | ✓ | | CBE |
| WILLIAM LANE ARCHITECTS, INC. | 3/27/2012 | | ✓ | CBE - MICRO/SBE |
| WOLFBERG/ALVAREZ AND PARTNERS, INC. | 1/20/2012 | | ✓ | — |
| **Total EDP PSA Completed: 22** | | | | |

**Internal Services Department**
Equitable Distribution Program (EDP)
Continuous Professional Services Agreements
**EDP PSA Ratification Report Third Quarter**
**FY 2011 - 2012 (April 1, 2012 - June 30, 2012)**

**EXHIBIT C**

| EDP-PSA-2014 | Mayor Approval | Initial Contract | Contract Renewal | Business Enterprises |
|---|---|---|---|---|
| A.D.A. ENGINEERING, INC. | 4/27/2012 | | ✓ | CBE - CSBE |
| ACAI ASSOCIATES, INC. | 4/17/2012 | | ✓ | — |
| ADAAG CONSULTING SERVICES, LLC | 5/30/2012 | ✓ | | CSBE - MICRO/SBE |
| ARVELO & ASSOC., INC. | 5/3/2012 | | ✓ | CBE |
| BC ARCHITECTS AIA, INC. | 4/17/2012 | | ✓ | — |
| BORGES & ASSOCIATES, P.A. | 4/19/2012 | | ✓ | CBE - DBE |
| CURTIS & ROGERS DESIGN STUDIO, INC. | 6/14/2012 | | ✓ | CBE - MICRO/SBE |
| EASTERN ENGINEERING GROUP COMPANY | 4/17/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| EDWARD LEWIS ARCHITECTS, INC. | 6/5/2012 | | ✓ | CBE |
| FRAGA ENGINEERS, LLC | 3/29/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| FRANCISCO CUELLO JR., P.E., INC. | 6/14/2012 | ✓ | | CBE - MICRO/SBE |
| G & A CONSULTING ENGINEERS, INC. | 5/3/2012 | | ✓ | CBE - MICRO/SBE |
| GANNETT FLEMING, INC. | 4/17/2012 | | ✓ | — |
| HNTB CORPORATION | 4/23/2012 | | ✓ | — |
| ITEC DESIGN, INC. | 6/26/2012 | | ✓ | — |
| KING ENGINEERING ASSOCIATES, INC. | 4/17/2012 | | ✓ | — |
| LEA + ELLIOTT, INC. | 5/30/2012 | | ✓ | — |
| LINEA 5, INC. | 6/26/2012 | | ✓ | — |
| OJITO & ASSOCIATES, INC. | 5/30/2012 | | ✓ | CBE - CSBE - MICRO/SBE |
| PARSONS TRANSPORTATION GROUP INC. | 5/30/2012 | | ✓ | — |
| RED DESIGN GROUP, LLC | 6/26/2012 | | ✓ | DBE |
| RIBBECK ENGINEERING INC. | 5/21/2012 | | ✓ | CBE |
| RODRIGUEZ ARCHITECTS, INC. | 5/7/2012 | | ✓ | CBE - DBE |
| RVL ARCHITECTURE + DESIGN, P.A. | 6/5/2012 | | ✓ | — |
| SAVINO & MILLER DESIGN STUDIO, P.A. | 4/17/2012 | ✓ | | CBE - DBE - MICRO/SBE |
| SBLM ARCHITECTS P.C. | 4/17/2012 | | ✓ | — |
| SIERRA ENGINEERING GROUP, A PROFESSIONAL CORPORATION | 4/17/2012 | ✓ | | CBE - DBE - MICRO/SBE |
| STEARNS, CONRAD AND SCHMIDT, CONSULTING ENGINEERS, INC. dba SCS ENGINEERS | 6/14/2012 | ✓ | | — |
| TERRA CIVIL ENGINEERING, LLC | 4/23/2012 | | ✓ | CBE |
| THE BETAJONES GROUP, INC. | 4/17/2012 | | ✓ | CBE |
| THE FULLERTON GROUP, INC. | 5/21/2012 | ✓ | | — |
| TRANSYSTEMS CORPORATION (dba) TRANSYSTEMS CORPORATION ONSULTANTS | 5/14/2012 | ✓ | | — |
| ZYSCOVICH, INC. | 5/7/2012 | | ✓ | — |

**Total EDP PSA Completed: 33**

**Internal Services Department**
Equitable Distribution Program (EDP)
Continuous Professional Services Agreements
**EDP PSA Ratification Report Fourth Quarter**
**FY 2011 - 2012 (July 1, 2012 - September 30, 2012)**

**EXHIBIT D**

| EDP-PSA-2014 | Mayor Approval | Initial Contract | Contract Renewal | Business Enterprises |
|---|---|---|---|---|
| AMBRO, INC. | 7/31/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| AVART AMMANN & WHITNEY, INC. | 8/7/2012 | | ✓ | — |
| BERENBLUM BUSCH ARCHITECTURE, INC. | 7/31/2012 | ✓ | | — |
| CASHIN ASSOCIATES, P.C. | 7/12/2012 | | ✓ | — |
| COASTAL SYSTEMS INTERNATIONAL, INC. | 7/12/2012 | | ✓ | — |
| CORZO CASTELLA CARBALLO THOMPSON SALMAN, P.A. | 7/12/2012 | | ✓ | — |
| CRJ & ASSOCIATES, INC. | 9/25/2012 | | ✓ | CBE - MICRO/SBE |
| CSA CENTRAL, INC. | 9/25/2012 | | ✓ | — |
| CUMMINS CEDERBERG, INC. | 8/20/2012 | | ✓ | CBE |
| G. M. SELBY, INC. | 7/16/2012 | | ✓ | — |
| GRESHAM, SMITH AND PARTNERS | 7/25/2012 | ✓ | | — |
| HUFSEY- NICOLAIDES-GARCIA-SUAREZ ASSOCIATES, INC. | 8/20/2012 | | ✓ | CBE - MICRO/SBE |
| J.S.K. INTERNATIONAL, INC. (dba) JSK ARCHITECTURAL GROUP | 7/12/2012 | | ✓ | CBE - CSBE - MICRO/SBE |
| PISTORINO & ALAM CONSULTING ENGINEERS, INC. | 8/7/2012 | | ✓ | — |
| RODOLFO IBARRA P.E., P.A. | 7/12/2012 | | ✓ | CBE - MICRO/SBE |
| SOL-ARCH, INC. | 7/31/2012 | | ✓ | CBE - DBE - MICRO/SBE |
| U.S. STRUCTURES, INC. | 7/16/2012 | | ✓ | — |
| UCI ENGINEERING, INC. | 7/31/2012 | | ✓ | CBE - MICRO/SBE |
| WILLIAM B. MEDELLIN ARCHITECT P.A. | 7/2/2012 | ✓ | | — |
| **Total EDP PSA Completed: 19** | | | | |