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

Memorandum

MIAMI-DADE COUNTY

Agenda Item No. 8(F)(5)

Date: April 21, 2015

To: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

From: Carlos A. Gimenez
County Mayor

Subject: Equitable Distribution Program Professional Services Agreements FY 2013-14 Ratification

Resolution No. R-302-15

Recommendation
It is recommended that the Board of County Commissioners (Board) adopt the attached resolution ratifying the actions of the County Mayor or County Mayor's designee in executing Equitable Distribution Program (EDP) Professional Services Agreements (PSAs) for the period from October 1, 2013 through September 30, 2014. The attached EDP PSA Quarterly Ratification Reports (Exhibits "A" through "D") identify the firms that were assigned work through the EDP 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 to allow County departments to issue work authorizations to eligible EDP participants.

Scope
The EDP is for multiple projects in the County's capital improvement plan that have an impact throughout the County.

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

Tracking/Monitor
The EDP is managed by Elizabeth Zabowski, Capital Program Analyst, Internal Services Department.

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

Background
The 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. The 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 by working on County projects and therefore allow them to more effectively compete in the private sector. As a result, many new local and small firms have been able to foster a successful business relationship with the County and in the private sector.

Over 1,875 EDP assignments totaling more than $110 million in potential service fees have been disbursed to A&E firms since inception of the program in 2001.

In FY 2013-14, 173 assignments were initiated for total of $16.5 million in estimated fees. Currently, there are approximately 368 active members in the EDP during this reporting period. Over 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 firm's rotational value is determined by their net County dollars that were awarded and paid over the last three years. As such, the majority of the assignments are distributed to qualified firms that have received the fewest previous opportunities with the County.

The County has also benefited from the implementation of this program by acquiring A&E professional services more expeditiously and cost effectively.

Attachments

Edward Marquez
Deputy Mayor

MEMORANDUM

(Revised)

TO: Honorable Chairman Jean Monestime
and Members, Board of County Commissioners

DATE: April 21, 2015

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

SUBJECT: Agenda Item No. 8(F)(5)

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 Mayor'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)(5)
4-21-15

RESOLUTION NO. R-302-15

RESOLUTION RATIFYING THE COUNTY MAYOR'S OR MAYOR'S DESIGNEE'S ACTIONS, AS AUTHORIZED BY SECTION 2-10.4 OF THE CODE OF MIAMI-DADE COUNTY, IN APPROVING AND EXECUTING PROFESSIONAL SERVICE AGREEMENTS FOR CONTINUING SERVICES UNDER THE COUNTY'S EQUITABLE DISTRIBUTION PROGRAM FOR FISCAL YEAR 2013-14

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 in approving and executing professional service agreements, as authorized by Section 2-10.4 of the Code of Miami-Dade County, as set forth on Exhibits A, B, C and D attached hereto and made a part hereof, for continuing services under the County's Equitable Distribution Program for Fiscal Year 2013-14.

The foregoing resolution was offered by Commissioner **Esteban L. Bovo, Jr.** , who moved its adoption. The motion was seconded by Commissioner **Sally A. Heyman** and upon being put to a vote, the vote was as follows:

Jean Monestime, Chairman			**aye**
Esteban L. Bovo, Jr., Vice Chairman			**aye**
Bruno A. Barreiro	**aye**	Daniella Levine Cava	**aye**
Jose "Pepe" Diaz	**aye**	Audrey M. Edmonson	**aye**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Dennis C. Moss	**aye**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**absent**	Xavier L. Suarez	**aye**
Juan C. Zapata	**absent**		

The Chairperson thereupon declared the resolution duly passed and adopted this 21st day of April, 2015. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the 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

EXHIBIT A

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report First Quarter FY 2013 - 2014
(October 1, 2013 - December 31, 2013)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
B E A ARCHITECTS		✓	—
BARNES, FERLAND & ASSOCIATES		✓	—
BRINDLEY PIETERS & ASSOCIATES, INC.		✓	CBE
C.H. PEREZ & ASSOCIATES CONSULTING ENGINEERS, INC.		✓	CBE
CHEN MOORE & ASSOCIATES, INC.		✓	CBE
F.R. ALEMAN & ASSOCIATES, INC.		✓	CBE,SBE
HANDEX CONSULTING AND REMEDIATION - SOUTHEAST, LLC		✓	—
INDIGO SERVICE CORPORATION		✓	CBE
KEITH AND SCHNARS, P.A.		✓	—
KIMLEY-HORN AND ASSOCIATES, INC.		✓	—
LUDOVICI & ORANGE CONSULTANTS		✓	—
M G E ARCHITECTS		✓	—
REVUELTA ARCHITETURE INTERNATION, P.A.	✓		—
TOMAS C. ARMSTRONG, PA dba TCAPA CONSULTING ENGINEERS, INC.		✓	CBE, MICRO/SBE
Total EDP PSA - 14			

EXHIBIT B

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Second Quarter FY 2013 - 2014
(January 1, 2014 - March 31, 2014)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
ARCADIS - US, INC		✓	—
AXIOMA 3, INC.		✓	CBE-DBE-MICRO/SBE
BASULTO & ASSOCIATES, INC.		✓	CBE-DBE-MICRO/SBE
BISCAYNE ENGINEERING COMPANY, INC.		✓	CBE-SBE
CARDOZO ENGINEERING, INC.		✓	CBE-DBE-SBE
CASHIN ASSOCIATES, P.C.		✓	—
CHALGUB, INC.		✓	DBE-CBE
CIMA ENGINEERING CORP		✓	CBE-DBE-MICRO/SBE
CIVIL WORKS, INC.		✓	CBE-MICRO/SBE
CPH, INC.		✓	—
CSA CENTRAL, INC.		✓	—
EE&G ENVIRONMENTAL SERVICES, LLC		✓	—
FORD ENGINEERS, INC.		✓	CBE
GANNETT FLEMING, INC.		✓	—
H. J. ROSS ASSOCIATES, INC.		✓	—
HARDESTY & HANOVER, LLC		✓	—
HARVEY J. EHRLICH		✓	—
HNTB CORPORATION		✓	—
INGELMO ASSOCIATES, PA		✓	CBE-MICRO/SBE
INNOVATIVE ENGINEERING GROUP, INC.		✓	—
J.S.K. INTERNATIONAL, INC. (dba) JSK ARCHITECTURAL GROUP		✓	CBE-CSBE-MICRO/SBE
LEA + ELLIOTT, INC		✓	—
RODRIGUEZ ARCHITECTS, INC.		✓	CBE-DBE
RODRIGUEZ PETERSON & PORRAS ARCHITECTS, INC.		✓	CBE-DBE-MICRO/SBE
STANTEC CONSULTING SERVICES, INC.		✓	—
TLC ENGINEERING FOR ARCHITECTURE, INC.		✓	—
VITALINI CORAZZINI, PA	✓		CBE-MICRO/SBE
WILLIAM B. MEDELLIN ARCHITECT P.A		✓	CBE-MICRO/SBE
WOOLPERT, INC.		✓	—
WRS INFRASTRUCTURE & ENVIRONMENT, INC.		✓	—
Total EDP PSA - 30			

EXHIBIT C

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Third Quarter FY 2013 - 2014
(April 1, 2014 - June 30, 2014)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
ALLEGUEZ ARCHITECTURE, INC		✓	DBE-CBE
ARVELO & ASSOC., INC.		✓	CBE
ATKINS NORTH AMERICA, INC. (Formerly POST, BUCKLEY, SCHUH & JERNIGAN, INC.)		✓	—
BOTAS ENGINEERING, INC.		✓	CBE - MICRO/SBE
COASTAL SYSTEMS INTERNATIONAL, INC.		✓	—
CUMMINS CEDERBERG, INC.		✓	CBE
DESIMONE CONSULTING ENGINEERS, LLC		✓	—
DOUGLAS WOOD ASSOCIATES, INC.		✓	CBE
FERGUSON GLASGOW SCHUSTER SOTO, INC.		✓	CBE - MICRO/SBE
FRANCISCO CUELLO JR., P.E., INC.		✓	CBE - MICRO/SBE
INSIGHT DESIGN, INC.		✓	CBE -DBE - MICRO/SBE
KING ENGINEERING ASSOCIATES, INC.		✓	—
MEP ENGINEERING INC.		✓	—
PHS CONSULTING SERVICES, INC.	✓		MICRO/SBE - CBE - LDB
TRANSYSTEMS CORPORATION (dba) TRANSYSTEMS CORPORATION CONSULTANTS		✓	—
WRS INFRASTRUCTURE & ENVIRONMENT, INC.		✓	—
Total EDP PSA - 16			

EXHIBIT D

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Fourth Quarter FY 2013 - 2014
(July 1, 2014 - September 30, 2014)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
A&P CONSULTING TRANSPORTATION ENGINEERS CORP	✓		—
A.D.A. ENGINEERING, INC.		✓	CBE - CSBE
ALPHA CONSTRUCTION AND ENGINEERING CORP	✓		—
ARCHITEKNICS, INC.		✓	CBE - MICRO/SBE
ARLOTTA, BAZO & ASSOCIATES, INC.	✓		—
BALLBE & ASSOCIATES, INC		✓	—
CALTRAN ENGINEERING GROUP, INC.	✓		CBE - MICRO/SBE
CRJ & ASSOCIATES, INC.		✓	CBE - MICRO/SBE
EASTERN ENGINEERING GROUP COMPANY		✓	MICRO/SBE - DBE - CBE
GALLARDO ARCHITECTS, INC.		✓	CBE
GIT CONSULTING, LLC	✓		MICRO/SBE - CBE
HAKS ENGINEERS, ARCHITECTS & LAND SIRVEYORS, P.C.	✓		—
MILLIAN, SWAIN & ASSOCIATES		✓	CBE - SBE
R.J. BEHAR & COMPANY, INC.		✓	CBE
SR ARCHITECTS, P.A.		✓	—
THE CORRADINO GROUP, INC.		✓	—
U.S. STRUCTURES, INC.		✓	—
UNITED ARCHITECTS, INC.		✓	CBE - MICRO/SBE
VEE ARCHITECTURE CORP.		✓	CBE
Total EDP PSA 18			