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

Memorandum

MIAMI-DADE COUNTY

Date: May 17, 2016

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

Agenda Item No. 8(F)(10)

From: Carlos A. Gimenez
County Mayor

Subject: Equitable Distribution Program Professional Services Agreements
Fiscal Year 2014-15 Ratification

Resolution No. R-377-16

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 for the period from October 1, 2014 through September 30, 2015. The attached 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. Professional services agreements are the formal mechanism to allow County departments to issue work authorizations to eligible EDP participants.

Scope

EDP professional services agreements impact the capital improvement plans throughout the entire County.

Fiscal Impact/Funding

Funding for each professional services agreement 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 is managed by Gary Hartfield, Division Director, Small Business Development Division, 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, which are subsequently sent to the Board for 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. 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 determined from their net County dollars awarded and paid over the last three (3) years. The EDP provides A&E firms with valuable exposure and experience working on County projects to more effectively compete in the marketplace. 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 2,075 EDP assignments totaling more than $129 million in potential service fees have been disbursed to A&E firms since the inception of the program. In Fiscal Year 2014-15, there were 205 assignments initiated, totaling potential services fees of $19.6 million. There were approximately 345 active members in the program during this reporting period. Over 90 percent of the EDP Small Business Enterprise A&E firms have received work through the program.

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

Edward Marquez
Deputy Mayor

MEMORANDUM

(Revised)

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

DATE: May 17, 2016

FROM: Abigail Price-Williams
County Attorney

SUBJECT: Agenda Item No. 8(F)(10)

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**

_____ **Statement of social equity 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)(10)
5-17-16

RESOLUTION NO. R-377-16

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 AGREEMENTS FOR CONTINUING SERVICES UNDER THE COUNTY'S EQUITABLE DISTRIBUTION PROGRAM FOR FISCAL YEAR 2014-2015

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 2014-2015.

The foregoing resolution was offered by Commissioner **Rebeca Sosa**, who moved its adoption. The motion was seconded by Commissioner **José "Pepe" Diaz** 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	**absent**	Barbara J. Jordan	**aye**
Dennis C. Moss	**absent**	Rebeca Sosa	**aye**
Sen. Javier D. Souto	**aye**	Xavier L. Suarez	**aye**
Juan C. Zapata	**aye**		

The Chairperson thereupon declared the resolution duly passed and adopted this 17th day of May, 2016. 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.

dsh

David Stephen Hope

EXHIBIT A

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report First Quarter FY 2014 - 2015
(Oct 1, 2014 - Dec 31, 2014)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
305 CONSULTING ENGINEERS, LLC	✓		SBE/AE
DN'A DESIGN & ARCHITECTURE, INC.		✓	SBE/ AE
DURAN CONSULTING ENGINEERS, INC.	✓		SBE/AE - MICRO/SBE
EGSC ENGINEERING CONSULTANTS, INC.		✓	SBE/AE - DBE - MICRO/SBE
FRAGA ENGINEERS, LLC		✓	SBE/AE - MICRO/SBE - DBE
HAZEN AND SAWYER, P.C.	✓		—
HDR ENGINEERING, INC		✓	—
J. EDUARDO GONZALEZ, P. E., INC.		✓	SBE/AE - MICRO/SBE
JOHNSON ENGINEERING, INC.	✓		—
ME ENGINEERING CONSULTANTS, INC.	✓		—
METRIC ENGINEERING, INC.		✓	—
NOVA CONSULTING, INC.		✓	SBE/AE - SBE
PEDELTA INC.		✓	SBE/ AE
RS&H, INC.		✓	—
RIZO CARRENO & PARTNERS, INC.		✓	SBE/AE - DBE - MICRO/SBE
TRACE CONSULTANTS, INC.	✓		SBE/AE - MICRO/SBE
UCI ENGINEERING, INC.		✓	—
Total EDP PSA 17			

EXHIBIT B

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Second Quarter FY 2014 - 2015
(Jan 1, 2015 - March 31, 2015)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
AMMANN & WHITNEY, INC.		✓	—
BND ENGINEERS, INC.		✓	—
FANJUL & ASSOCIATES, LLC		✓	SBE/AE - MICRO/SBE
GRESHAM, SMITH AND PARTNERS		✓	—
LANDSCAPE DE, LLC	✓		SBE/AE
LANGAN ENGINEERING AND ENVIRONMENTAL SERVICES, INC.		✓	—
LAURA M. PEREZ & ASSOCIATES		✓	SBE/AE - DBE - MICRO/SBE
LOUIS J. AGUIRRE & ASSOCIATES, P.A.		✓	SBE/AE - DBE - MICRO/ SBE
MARLIN ENGINEERING INC.		✓	SBE/AE - DBE
MARTINEZ ENGINEERING GROUP, INC.		✓	SBE/AE - MICRO/SBE
NAYA ARCHITECTS, INC.		✓	—
ONE PULSE DESIGN STUDIO, INC.	✓		DBE
PE CONSULTING ENGINEERING, INC.	✓		SBE/AE
PEREZ & PEREZ ARCHITECTS PLANNERS, INC.		✓	SBE/AE - SBE
PISTORINO & ALAM CONSULTING ENGINEERS, INC.		✓	—
ROSS & BARUZZINI, INC.		✓	—
SCHINDLER ARCHITECTS, INC.		✓	SBE/AE - DBE
SIERRA ENGINEERING GROUP, A PROFESSIONAL CORPORATION		✓	DBE - SBE/AE - MICRO/ SBE
SRS ENGINEERING, INC.		✓	SBE/AE - MICRO/SBE
V3 ARCHITECTURAL GROUP, INC.	✓		—
Total EDP PSA 20			

EXHIBIT C

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Third Quarter FY 2014 - 2015
(April 1, 2015 - June 30, 2015)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
AVINO & ASSOCIATES, INC.		✓	DBE - SBE/AE
CAS ENGINEERING, INC.		✓	—
CARTY ARCHITECTURE, LLC	✓		SBE/AE - MICRO/SBE
CIVICA, LLC		✓	—
CRISTINA FANDINO ARCHITECT, INC.	✓		SBE/AE - MICRO/SBE - LDB
E.R. BROWNELL & ASSOCIATES, INC.		✓	SBE/AE - MICRO/SBE
JRD & ASSOCIATES, INC.	✓		SBE
JSA GROUP INC.		✓	DBE - SBE/AE - MICRO/SBE
KEITH MARTIN ARCHITECT, INC.		✓	—
LAURA LLERENA & ASSOCIATES, INC.		✓	SBE/AE - MICRO/SBE
MAURICE GRAY ASSOCIATES, INC.		✓	—
N25 ARCHITECTURE CO.		✓	—
NETWORK ENGINEERING SERVICES, INC. dba BOLTON PEREZ AND ASSOCIATES, INC.		✓	SBE/AE
OH2 CONSULTING, LLC	✓		SBE/AE
PEDRAZA ARCHITECTS, INC.		✓	DBE
PEREZ ASSOCIATES		✓	SBE/AE - MICRO/SBE
RVD ARCHITECT, INC.		✓	DBE - SBE/AE
RED DESIGN GROUP, LLC		✓	—
ZYSCOVICH, INC.		✓	—
Total EDP PSA 19			

EXHIBIT D

Internal Services Department
Equitable Distribution Program (EDP) Continuous Professional Services Agreements
EDP PSA Ratification Report Fourth Quarter FY 2014 - 2015
(July 1, 2015 - Sept 30, 2015)

EDP-PSA-2017	First Contract	Contract Renewal	Business Enterprises
ACB2 ENGINEERING, INC.		✓	—
AMBRO, INC.		✓	SBE/AE-DBE-MICRO/SBE
ARCHITECTS INTERNATIONAL, INC.		✓	SBE/AE-MICRO/SBE
BORGES & ASSOCIATES, P.A.		✓	SBE/AE - DBE
DESIGN2FORM, LLC	✓		SBE/AE-MICRO/SBE-DBE
HBC ENGINEERING COMPANY		✓	SBE/AE-DBE-LDB-MICRO/SBE
INFRASTRUCTURE ENGINEERS, INC.	✓		DBE
MOBIO ARCHITECTURE, INC.	✓		SBE/AE - MICRO/SBE
NEVILLE/ STEFFENS ARCHITECTS, LLP		✓	LDB
NYARKO ARCHITECTURAL GROUP, INC.		✓	SBE/AE-DBE-MICRO/SBE
PROFESSIONAL SERVICE INDUSTRIES, INC.		✓	—
RC GROUP, LLC		✓	—
ROBAYNA & ASSOCIATES, INC.		✓	SBE/AE-DBE-MICRO/SBE
RVL ARCHITECTURE + DESIGN, P.A.		✓	—
SINGHOFEN & ASSOCIATES, INC.	✓		—
THE BETAJONES GROUP, INC.		✓	SBE/AE-MICRO/SBE
WOLFBERG ALVAREZ AND PARTNERS, INC.		✓	SBE/ AE
Total EDP PSA 17			