

# Memorandum

RECEIVED  
DEPT. BUS. DEV.  
MIAMI-DADE  
COUNTY

2013 MAR 22 PM 4: 19

**Date:** March 22, 2013

**To:** Veronica Clark, Assistant to the Director  
Small Business Development  
Department of Regulatory & Economic Resources

**Thru:** Albert A. Hernandez, P.E., Assistant Director  
Engineering, Planning and Development  
Miami-Dade Transit

**From:** Jesus Valderrama, Manager  
Engineering Contract Services  
Miami-Dade Transit

**Subject:** Project No: OSP095  
ISD Project No: E13-MDT-01  
Project Name: Miami-Dade Transit's Fiscal Year 2015-2024  
Transit Development Plan  
FCSC: 8:23  
Description: SBD Review and Assignment of CBE Goals  
Contract Number: OSP095-PL1-TR13

RECEIVED  
DEPT. BUSINESS DEV.  
2013 MAR 22 PM 4: 19

## RECOMMENDATION

Miami-Dade Transit (MDT) is requesting SBD's review of the subject project for possible assignment of Community Business Enterprise (CBE) measures for professional planning services. To assist SBD, MDT has performed its own analysis and recommendations for CBE measures. SBD action is required in order for the Miami-Dade Internal Services Department (ISD) to proceed with the Notice to Professional Consultants (NTPC) advertisement and subsequent submittal of proposals and award of the contract. Please note that the contract will be advertised as described below:

### Notice to Professional Consultants (NTPC)

Project No: OSP095

ISD Project No: E13-MDT-01

Contract No: OSP095-PL1-TR13

Project Name: Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan

## BACKGROUND

Professional planning services are required to support the Miami-Dade Transit (MDT)'s Fiscal Year (FY) 2015-2024 Transit Development Plan (TDP). Consultant services shall include, but not be limited to, the preparation of a major update required by the Florida Administrative Code: Rule 14-73.001 of the Florida Department of Transportation (FDOT) to remain eligible for State Block Grant Funds. TDP major updates will develop a public involvement and outreach program that emphasizes Miami-Dade County customer orientation and insight into public issues, needs and opinions; identify the public transit provider's strategy for working with the appropriate regional workforce board to provide services to participants in the welfare transition program; and become a management tool to enhance the County's strategic transit plan for providing effective and efficient mobility services, developing new services, and affording opportunities for new funding sources and partnerships.

Veronica Clark, Assistant to the Director  
SBD/RER  
March 22, 2013  
Page 2

The TDP will also identify and list community goals and policies with respect to transportation and land-use generally and specifically to transit service using the appropriate demographic, socio-economic, land-use, transportation and Transit data.

The total estimated fee for consultant planning services is \$681,800.00. The consultant firm must be certified in the following categories and the respective percentages of the disciplines are indicated in the following table.

TC	TYPE	DESCRIPTION	AMOUNT	PERCENTAGE
1.01	PRIME	TRANSPORTATION PLANNING – URBAN AREA AND REGIONAL TRANSPORTATION PLAN	\$443,200.00	65.00
1.02	OTHER	TRANSPORTATION PLANNING – MASS AND RAPID TRANSIT PLANNING	\$238,600.00	35.00
		TOTAL	\$681,800.00	100.00

The project funding source is 100 percent operating revenue.

MDT recommends CBE measures be set at 4% of the total contract amount due to special transportation and land use requirements for transit services. These unique services are needed to produce a Transit Development Plan, as required by the Florida Administrative Code: Rule 14-73.001 of the Florida Department of Transportation (FDOT) to remain eligible for State Block Grant Funds.

Should you require additional information, please contact Jesus Valderrama, MDT Contracts Manager, at (786) 469-5291.

c: Luisa Millan, ISD  
Laurie Johnson, RER/SBD  
Vivian Walters, RER/SBD