

RESOLUTION NO. 10-085

RESOLUTION BY THE CITIZENS' INDEPENDENT TRANSPORTATION TRUST (CITT) APPROVING THE BOARD OF COUNTY COMMISSIONERS' (BCC) ACTION, AUTHORIZING EXECUTION OF AN AGREEMENT WITH HILL INTERNATIONAL, INC., CONTRACT NO. EPP-RFP9265-3/16, IN THE AMOUNT OF \$60,000.00, FOR THE DISADVANTAGED BUSINESS ENTERPRISE TRACKING SYSTEM; AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE AN AGREEMENT FOR AND ON BEHALF OF MIAMI-DADE COUNTY AND TO EXERCISE ANY CANCELLATION, OPTIONS AND RENEWAL PROVISIONS; AUTHORIZING THE USE OF CHARTER COUNTY TRANSPORTATION SURTAX FUNDS AND TO EXERCISE ALL OTHER RIGHTS CONTAINED THEREIN (**BCC Legislative File No. 102313**)

WHEREAS, the CITT desires to accomplish the purposes outlined in the accompanying OCITT Executive Director's memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE CITT, that this Trust approves the Board of County Commissioners' (BCC) action, authorizing execution of an agreement with Hill International, Inc., Contract No. EPP-RFP9265-3/16, in the amount of \$60,000.00, for the Disadvantaged Business Enterprise Tracking System; authorizing the County Mayor or County Mayor's Designee to execute an agreement for and on behalf of Miami-Dade County and to exercise any cancellation, options and renewal provisions; authorizing the use of Charter County Transportation Surtax Funds and to exercise all other rights contained therein, as outlined in the corresponding document in substantially the form attached hereto and made a part hereof.

The foregoing resolution was offered by Paul J. Schwiep, Esq., who moved its adoption. The motion was seconded by Christopher Benjamin, Esq. and upon being put to vote, the vote was as follows:

Hon. Linda Zilber, Chairperson – Aye
Paul J. Schwiep, Esq., 1st Vice Chairperson – Aye
Hon. Anna E. Ward, Ph.D., 2nd Vice Chairperson – Absent

Christopher Benjamin, Esq. – Aye
David Concepcion – Absent
Glenn J. Downing, CFP® – Aye
Miles E. Moss, P.E. – Aye
William Sancho – Absent

Harold Braynon, Jr. – Aye
Joseph Curbelo – Aye
Peter L. Forrest – Absent
Hon. James A. Reeder – Aye
Marilyn Smith – Absent

The Chairman thereupon declared the resolution duly passed and adopted this 30th day of November, 2010.

Approved by the County Attorney as
to form and legal sufficiency 

By: 
Executive Director



Memorandum



To: The Honorable Linda Zilber, Chairperson
and Members, Citizens' Independent Transportation Trust (CITT)

From: Charles Scurr, Executive Director *Kelly Cooper for*

Date: November 22, 2010

Re: Recommendation for Approval to Award Contract No. EPP-RFP9265-3/16: Disadvantaged Business Enterprise Tracking System

The attached item was prepared by DPM on behalf of Miami-Dade Transit (MDT). **The total contract amount is \$60,000.00.**

The contract included in this item is to provide MDT with licenses to a web-based turnkey Disadvantaged Business Enterprise (DBE) Tracking System software capable of tracking and maintaining DBE records, as well as streamlining and automating the reporting for both Miami-Dade County and participating contractors to maintain compliance with Federal and State requirements.

The contract amount for the initial three year term is \$60,000.00. The contract includes three, one-year options-to-renew that, if exercised, total an additional \$54,000.00 bringing the total contract value to \$114,000.00. PTP funding under the unified transit system represents a portion of overall funding for MDT operations and maintenance. For FY 2010-11, the total PTP funding established during the budget process was \$91,969,000, which is approximately 24 percent of MDT's total operating budget.

This item was forwarded with a favorable recommendation at the October 14, 2010, Project and Financial Review Committee and was adopted on November 4, 2010, by the Board of County Commissioners (BCC). **(BCC Legislative File No. 102313)**

If you have any questions or need additional information, please do not hesitate to contact me.

cc: Ysela Llort, Assistant County Manager
Bruce Libhaber, Assistant County Attorney

CITT MEMBER REVIEW FORM

Contract No. EPP-RFP9265-3/16

1. Item Name: Recommendation for Approval to Award Contract for Disadvantaged Business Enterprise Tracking System

2. Total Contract Amt: \$60,000.00
PTP: \$60,000.00
Other:

3. Department: MDT
Project Category: Other
Project Type: Goods & Services
Project Timeline: (If applicable) 3 yrs w/ 3-1yr OTR

4. District(s): (If applicable)

5. Scheduling and Comments:

COMMITTEE	DATE	COMMENTS
Project / Financial Review	10/14/2010	
Community Outreach		
Strategic/Financial Planning		
CITT Board	11/30/2010	
BCC Meeting	11/4/2010	

6. BCC Approved: Yes **If Yes Date:** 11/4/2010

7. Review:

Yes No N/A

- PTP Exhibit 1- Capital Project
- If no, Justification Included?
- Operation (unification) Contract
- Budgeted Item
- Time Sensitive
- Competitive process used (If applicable)
- Timeline/Term of Contract (If applicable)
- Contract measures for CSBE, CBE, SBE or DBE (If applicable)
- Project is in a residential or commercial area or both (If applicable, circle one)
- Public Involvement Plan (PIP) included

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MDT ITEMS

Item #	Section	Description	PTP 100% Allocation	Term of Contract	Renewal Periods
EPP-RFP9265-3/16	Award Contract	Disadvantaged Business Enterprise Tracking System	\$60,000.00	3 yrs	3, 1yr OTR

TOTAL ESTIMATED SURTAX \$60,000

Memorandum

MIAMI-DADE
COUNTY

Date:

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Recommendation for Approval to Award Contract No. EPP-RFP9265-3/16:
Disadvantaged Business Enterprise Tracking System

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the award of this contract to provide the Miami-Dade Transit Department with an off-the-shelf Disadvantaged Business Enterprise Tracking System.

CONTRACT NO:

EPP-RFP9265-3/16

CONTRACT TITLE:

Disadvantaged Business Enterprise Tracking System

DESCRIPTION:

To provide the Miami-Dade Transit Department (MDT) with an off-the-shelf hosted, web-based turnkey Disadvantaged Business Enterprise (DBE) Tracking System. This contract will provide MDT with licenses to a web-based software capable of tracking and maintaining DBE records, as well as streamlining and automating the reporting for both Miami-Dade County and participating contractors to maintain compliance with Federal and State requirements.

CLERK OF THE BOARD

2010 SEP 22 AM 10:30

CLERK, CIRCUIT & COUNTY COURTS
DADE COUNTY, FLA.
#1

APPROVAL TO ADVERTISE:

Three years with three, one-year options to renew.

June 4, 2010

CONTRACT AMOUNT:

\$60,000 for the initial three-year term

If the County exercises the three, one-year options-to-renew, the total contract value will be \$114,000.

PREVIOUS CONTRACT AMOUNT:

Not Applicable

**USING/MANAGING AGENCY AND
FUNDING SOURCE:**

Department	Allocation	Funding Source	Project Manager
Miami-Dade Transit	\$60,000	MDT Operating	Cathy Lewis
Total:	\$60,000		

Fiscal Impact: The allocation and funding source have been reviewed and approved by the Office of Strategic Business Management. There is no fiscal impact beyond what is stated in this award recommendation. Once system implementation has been completed, an annual cost of \$18,000 is anticipated to maintain the hosting and web services and will be funded through the MDT Operating budget.

RECEIVED
SEP 24 2010

DPM AGENT/OFFICER: Beth Goldsmith

METHOD OF AWARD: Awarded to the recommended responsive, responsible vendor based on the evaluation criteria established in the solicitation. A full and open competitive Request for Proposals process was used.

VENDOR RECOMMENDED FOR AWARD:

Vendor	Address	Principal
Hill International, Inc. (Local Vendor)	601 Brickell Key Drive Suite 600 Miami, FL 33131	Maurice Logue

VENDORS NOT RECOMMENDED FOR AWARD:

Early Morning Software, Inc.
(Non-local Vendor)

LCPtracker, Inc.
(Non-local Vendor)

Skyline Connections, Inc.
(Non-local Vendor)

Navigar Consulting, LLC
(Non-local Vendor)

PERFORMANCE DATA: There are no performance issues with the recommended firm.

COMPLIANCE DATA: There are no known compliance issues with the recommended firm.

CONTRACT MEASURES: The Review Committee of May 26, 2010, recommended a Small Business Enterprise selection factor for this contract.

LIVING WAGE: The services being provided are not covered under the Living Wage Ordinance.

USER ACCESS PROGRAM: The User Access Program provision will apply. The 2% program discount will be collected on all purchases where permitted by funding source.

LOCAL PREFERENCE: The Local Preference was applied in accordance with the Ordinance and did affect the outcome. Hill International Inc., a local vendor, fell within five percent of the top ranked non-local vendor, LCPtracker Inc. Hill International, Inc. is therefore recommended for award.

**ESTIMATED CONTRACT
COMMENCEMENT DATE:**

Ten days after date adopted by the Board of County Commissioners, unless vetoed by the Mayor, and approval by the Citizens' Independent Transportation Trust.

DELEGATED AUTHORITY:

If this item is approved, the County Mayor or designee will have the authority to exercise, at County Mayor's or designee's discretion, subsequent options-to-renew and other extensions in accordance with the terms and conditions of the contract.

BACKGROUND

Miami-Dade Transit (MDT) is required to remain compliant with federal regulations as outlined in the FTA 49 Code of Federal Regulations (CFR) Part 26. The Federal Transit Administration (FTA) regulations require adherence to prompt payment, maintenance of a Disadvantaged Business Enterprise (DBE) bidder's list, a means to gather data to support the submission of annual goals, as well as the retention of diversity and financial information. Additionally, MDT is under a continuing obligation to accurately report DBE participation and money expended with certified firms, as well as maintain the data used to establish DBE goals. MDT requires a software system that accurately identifies the subcontractors' participation ratio on specific projects, monitors non-DBE and DBE commitments; monitors actual payments to DBE and non-DBE firms; and monitors prompt payment requirements.

A Request for Proposals (RFP) was solicited to obtain a web-based turnkey DBE Tracking System capable of automating current processes to comply with recommendations made by the FTA. The Review Team was tasked with evaluating, scoring, and ranking the proposals submitted in response to the RFP. Based on the initial evaluation, the Review Team elected to hold oral presentations with the three highest ranked proposers, LCP Tracker Inc., Hill International Inc. and Skyline Connections, Inc. Following the presentations, a final evaluation meeting was conducted with the Review Team to discuss proposers remaining in consideration and final scoring was completed. Hill International Inc., a local vendor, fell within five percent of the top ranked vendor, LCP Tracker Inc. This resulted in Hill International, Inc. becoming the recommended vendor based on local preference.

The solution proposed by Hill International Inc. will provide MDT with an all inclusive/off-the-shelf DBE Tracking System which includes the ability to monitor subcontractor participation ratios, track actual payments to DBE and non-DBE firms, oversee DBE and non-DBE commitments, monitor compliance with prompt payment requirements, and automate MDT processes to meet the requirements of the FTA policy 49 CFR Part 26. Hill International Inc. has implemented their software in entities such as New York City School Construction Authority, Wisconsin Department of Transportation and Florida Department of Transportation. The solution is highly configurable, scalable, and meets the operational and administrative needs of the department in compliance with federal regulations.

Attachments



Assistant County Manager

Approved _____ Mayor

Agenda Item No.

Veto _____

Override : _____

RESOLUTION NO. _____

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH HILL INTERNATIONAL, INC. IN THE AMOUNT OF \$114,000 AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE, TO EXECUTE AN AGREEMENT FOR AND ON BEHALF OF MIAMI-DADE COUNTY AND AUTHORIZING THE USE OF CHARTER COUNTY TRANSIT SYSTEM SURTAX FUNDS AND TO EXERCISE ALL OTHER RIGHTS CONTAINED THEREIN CONTRACT NO. EPP-RFP9265-3/16.

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 approves the selection of Hill International, Inc., in substantially the form attached hereto and made part hereof, and authorizing the County Mayor or County Mayor's designee, to execute the same for and on behalf of Miami-Dade County, and to exercise all other rights contained therein. If additional spending authority is required, staff will present the request to the Board for approval as a contract modification.

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:

Dennis C. Moss, Chairman
Jose "Pepe" Diaz, Vice-Chairman

Bruno A. Barreiro
Carlos A. Gimenez
Barbara J. Jordan
Dorrin D. Rolle
Katy Sorenson
Sen. Javier D. Souto

Audrey M. Edmonson
Sally A. Heyman
Joe A. Martinez
Natacha Seijas
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this of _____, 2010. This resolution shall become effective as follows: (1) 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, and (2) either i) the Citizen's Independent Transportation Trust (CITT) has approved same, or ii) in response to the CITT's disapproval, the County Commission re-affirms its award by two-thirds (2/3) vote of the Commission's membership and such reaffirmation becomes final.

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. _____