

## Walters, Vivian (RER)

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**From:** Walters, Vivian (RER)  
**Sent:** Friday, March 29, 2013 1:56 PM  
**To:** Valderrama, Jesus (MDT)  
**Cc:** Millan, Luisa M. (ISD); Johnson, Laurie (RER); Andres, Ivonne (MDT); Clark, Veronica (RER)  
**Subject:** RE: Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan - E13-MDT-01  
**Attachments:** TC List.pdf; CBE List.pdf; CBE Response.pdf

Good Afternoon;

SBD has completed its analysis of the subject project and is making a counter-recommendation of a **25% CBE Goal**, (Transit recommended a **4% CBE Goal**). Based on the clarification provided, that the minimum requirements are only applicable to the Prime, coupled with the five (5) CBEs certified in the sub-consultant **Technical Category of 1.02 (Transportation Planning-Mass & Rapid Transit)**, SBD believes this recommendation attainable.

**1.02 (Transportation Planning-Mass & Rapid Transit) – 25% CBE Goal.**

See attached – apart from the fact that the minimum requirements are not applicable to **1.02** (the sub-consultant TC), at a minimum to attain Technical Certification (for Professional Services) with the County, all firms need to meet established criteria and provide proof of past experience and capability in the respective areas in which they are being certified; inclusive of said CBE firms (see attached list).

Efforts were made at making this a **Tier 1 CBE Set-Aside**; the eight (8) Tier 1 CBE firms that are certified in the **Technical Category 1.01 (Transportation Planning-Urban Area & Regional Planning)** were polled via a **"Verification of Availability"**; one (1) responded in the affirmative to all the questions asked, but failed to provide any projects performed (of a similar scope), as such the a Tier 1 CBE Set-Aside is not attainable.

Please respond at your earliest convenience with a confirmation as to your **"concurrence"** or **"dissent"**.

Advise as to any **"error, omissions, and/or misunderstanding"**.

Regards,

**Vivian O. Walters, Jr.**  
Contract Development Specialist II  
Regulatory and Economic Resources Department  
Small Business Development Division  
111 NW 1st Street #19 Floor  
Miami, Fl 33128  
walterv@miamidade.gov  
☎ Office (305) 375-3138 | 📠 Fax (305) 375-3160  
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"For the New Project Review & Analysis Process"

 *click on our new website*

<http://www.miamidade.gov/sba/about-project-review-and-analysis.asp>



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**From:** Valderrama, Jesus (MDT)  
**Sent:** Tuesday, March 26, 2013 9:04 AM  
**To:** Walters, Vivian (RER)  
**Cc:** Millan, Luisa M. (ISD); Johnson, Laurie (RER); Andres, Ivonne (MDT)  
**Subject:** RE: Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan - E13-MDT-01  
**Importance:** High

GM Vivian!

- Are there any minimum (and/or special) requirements associated with this project?

Consultant must be knowledgeable and experienced in the area of 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.

- If, so are they for the prime only?

Prime Only.

- Can a more detailed scope be provided (in an effort to poll the CBE firms)?

I've attached Transit Development Plan Major Update detail scope for your use.

Thanks

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**From:** Walters, Vivian (RER)  
**Sent:** Sunday, March 24, 2013 9:54 AM  
**To:** Valderrama, Jesus (MDT)  
**Cc:** Johnson, Laurie (RER); Andres, Ivonne (MDT); Millan, Luisa M. (ISD)  
**Subject:** Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan - E13-MDT-01

Jesus,

SBD is in the process of conducting the analysis on the subject project and is requesting the following information

(and/or clarification) to aid in this process:

- Are there any minimum (and/or special) requirements associated with this project?
- If, so are they for the prime only?
- Can a more detailed scope be provided (in an effort to poll the CBE firms)?

Regards,

**Vivian O. Walters, Jr.**

Contract Development Specialist II  
Regulatory and Economic Resources Department  
Small Business Development Division  
111 NW 1st Street #19 Floor  
Miami, FL 33128  
[walterv@miamidade.gov](mailto:walterv@miamidade.gov)

☎ Office (305) 375-3138 | 📠 Fax (305) 375-3160

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*Miami-Dade County is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. E-mail messages are covered under such laws and thus subject to disclosure.*



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**From:** Valderrama, Jesus (MDT)  
**Sent:** Friday, March 22, 2013 3:28 PM  
**To:** Millan, Luisa M. (ISD)  
**Cc:** Johnson, Laurie (RER); Walters, Vivian (RER); Andres, Ivonne (MDT)  
**Subject:** RE: SBD Review and Assignment of CBE Goals - Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan  
**Importance:** High

Hi Vivian!

Attached please find revised memo.

Thanks

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**From:** Millan, Luisa M. (ISD)  
**Sent:** Tuesday, March 19, 2013 4:47 PM  
**To:** Walters, Vivian (RER)  
**Cc:** Johnson, Laurie (RER); Valderrama, Jesus (MDT)  
**Subject:** FW: SBD Review and Assignment of CBE Goals - Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan

Vivian,

I reviewed the attached and I am forwarding it to you for review. The 10% identified as reimbursable can perhaps be applied towards services not involving professional A&E services, rather "public involvement services" which are companies that provide this specific service. If not, then the 10% can be distributed towards both of the two TC categories identified. The department (MDT) should be consulted.

Luisa M. Millan, R.A., I.D.  
Director, Design and Construction Services Division  
Internal Services Department  
(305) 375-1100  
[lmillan@miamidade.gov](mailto:lmillan@miamidade.gov)

*Delivering Excellence Everyday*

**From:** Forrest, Hobbit (MDT)  
**Sent:** Tuesday, March 19, 2013 2:23 PM  
**To:** Clark, Veronica (RER)  
**Cc:** Johnson, Laurie (RER); Walters, Vivian (RER); Valderrama, Jesus (MDT); Millan, Luisa M. (ISD)  
**Subject:** SBD Review and Assignment of CBE Goals - Miami-Dade Transit's Fiscal Year 2015-2024 Transit Development Plan

Hello Veronica,

Attached please find MDT's Request for SBD Review and Assignment of CBE Goals for the referenced project.

An original is also being forwarded via interoffice mail.

Thanks!

*Hobbit Forrest*  
*Miami-Dade Transit*  
*Engineering Contract Services*  
[hobbitf@miamidade.gov](mailto:hobbitf@miamidade.gov)  
786-469-5279



SBD

# ***urgent***

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f a c s i m i l e

**To:** K. M. ENGINEERING CONSULTANTS INC. (Business Fax)

**Fax Number:** 993054022208

**From:** Walters, Vivian (SBD)

**Fax Number:**

**Business Phone:**

**Home Phone:**

**Pages:** 7

**Date/Time:** 3/27/2013 10:24:48 AM

**Subject:** E13-MDT-01

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Please respond to all questions asked, and provide information on previous projects of a similar scope (at least 1)



March 27, 2013

To: CBE Engineering Firms

Re: Miami-Dade Transit's Fiscal Year 2015-24 Development Plan

Project No.: E13-MDT-01

The above-referenced project is being considered for competition solely among Community Business Enterprise (CBE) firms. If you are interested in participating as a **1<sup>st</sup> Tier CBE Prime Consultant** to perform work in connection with this project, **please complete and return the attached Verification of Availability form and provide examples of work your firm has completed (required) on similar projects as outlined in the attached project description, by 1:00pm, Friday March 29, 2013.**

Please review the attached project description and requirements. These specifications are being reviewed and are subject to change.

The Verification of Availability form and required examples of previous work may be sent via facsimile transmission (305) 375-3160 or email to [walterv@miamidade.gov](mailto:walterv@miamidade.gov). If you have any questions, please contact me at (305) 375-3138.

Sincerely,

A handwritten signature in black ink, appearing to read "Vivian O. Walters, Jr." with a stylized flourish at the end.

Vivian O. Walters, Jr.,  
Contract Development Specialist 2  
Sustainability, Planning & Economic Enhancement Dept. (SPEED)  
Small Business Development Division

Attachments

**VERIFICATION OF AVAILABILITY**

DEPARTMENT OF SMALL BUSINESS DEVELOPMENT  
COMMUNITY BUSINESS ENTERPRISE PROGRAM  
111 N.W. 1<sup>ST</sup> STREET, 19<sup>TH</sup> FLOOR  
MIAMI, FLORIDA 33128

PROGRAM COORDINATOR: MR. VIVIAN WALTERS, JR.

I am herewith submitting this letter of verification of availability and capability to propose at such time as this project is advertised. (NOTE: Please provide all the information requested; incomplete and/or incorrect verifications are not acceptable or usable.)

CONTRACT TITLE AND NUMBER: Miami-Dade Transit's Fiscal Year 2015-24  
Development Plan

E13-MDT-01

CONTRACT ESTIMATED AMOUNT: \$681,600.00

K.M. ENGINEERING CONSULTANTS Certification Expires: 7/31/2014  
NAME OF COMMUNITY BUSINESS ENTERPRISE DATE

201 - 172<sup>th</sup> DR. # 434, Sunny Isles Bch, 33160  
ADDRESS CITY ZIP CODE

Telephone: 786.586.7779 Bonding Capacity: N/A

KOUROCHE MOHANDES, PRESIDENT  
PRINT NAME AND TITLE

[Signature]  
SIGNATURE OF COMPANY REPRESENTATIVE

3/27/13  
DATE

REVISED 10/11/94



## Transit Development Plan

### 1.1 Background and Purpose

The consultant shall provide professional planning services necessary to support the development of the Miami-Dade Transit (MDT)'s Fiscal Year (FY) 2015 – 2024 Transit Development Plan (TDP) Major Update as required by the Florida Administrative Code: Rule 14-73.001 of the Florida Department of Transportation (FDOT) in order to remain eligible for State block grants as set forth in Section 341.052, F.S.

The consultant will coordinate major update initiatives that include but are not be limited to public involvement and outreach, evaluation of quality and quality of existing services, developing a ten-year program for implementing the alternative selected based on multiple analyses and tests performed, and working cooperatively with local transportation boards and organizations in order to not conflict with other transportation entities.

#### 1.1.1 Project Management and Administration

The consultant will assist MDT in preparing bi-weekly progress reports, documents and other written materials for bi-weekly progress meetings. The consultant will be involved in overall project management, including management of the study to address schedule requirements and compliance with FDOT TDP procedure from beginning to completion and delivery of the final TDP.

~~Do you have previous experience satisfying the above?~~ Yes  No

#### 1.1.2 Public Involvement and Outreach

The consultant will work with MDT's public involvement and outreach effort to obtain input obtained from the TDP Advisory Review Committee, local transportation planning boards and organizations, and the general public into deliverables. The consultant will assist MDT in preparing updates for various public meetings and attend a maximum of 10 public outreach meetings. The consultant will summarize MDT public involvement and outreach efforts into a section of the TDP Major Update.

#### 1.1.3 TDP Goals and Objectives Review and Development

The consultant will work closely with the MDT, MPO and the Advisory Review Committee in articulating the vision for public transportation and its relevance to the local and regional environment over the next ten years. The consultant will help produce a technical memorandum that presents goals and objectives, assesses the level of goal accomplishment since FY 2014, and presents a refinement to these Long Range Transportation Plan goals and objectives as developed for the FY 2015 – 2024 TDP Major Update effort.

~~Do you have previous experience satisfying the above?~~ Yes  No

**1.1.4 Document the Existing Conditions and Transit Operating Environment in Miami-Dade County**

The consultant will review existing land-use and transportation system data and GIS-based maps to help develop a technical memorandum of existing transportation, demographic and economic conditions within the MDT service area.

~~Do you have previous experience satisfying the above?~~ Yes  No

**1.15 MDT's Existing Services and Performance Review**

The consultant will assist MDT in accomplishing an overview of MDT's previous TDP planning efforts, and accomplishments since FY 2013 TDP Minor Update. The consultant will perform multiple analyses that will be used to produce a technical memorandum on the performance evaluation and comparative peer of historical and existing transportation services

**1.16 Situation Appraisal**

The consultant will perform various technical tests and analyses required to produce a situational appraisal of factors that affect the provision of transit service. The consultant will utilize the tests performed with the Southeast Florida Regional Planning Mode to identify ridership forecasting data.

~~Do you have previous experience satisfying the above?~~ Yes  No

**1.17 Coordinate with MDT's Finance Division to develop an estimate of the agency's ten-year capital and operating funding gaps, documentation of dedicated funding efforts, identification of potential new revenue sources and a restatement of MDT's Development of Financial Plan.**

The consultant will coordinate with MDT's Finance Division to extend and adapt the existing MDT budget and/or MDT Pro Forma into a ten-year (FY 2015 – 2024) MDT Pro Forma based on forecasts of operating and capital costs, and revenues. The consultant will work with MDT to determine the most appropriate sensitivity analysis to establish a forecasting revenue case where existing funding sources are lessened or not available.

The consultant will identify new and existing local, state and Federal grant and financing options for MDT to evaluate in order to fund MDT's proposed service and identified capital improvements, and will include funding strategies used in Florida and in the United States not currently in use by MDT.

The consultant will utilize the FDOT Financial Planning tool worksheet to calculate estimated operation and maintenance costs for new and additional service. The consultant will work with MDT to identify the five most feasible revenue sources based on analysis of potential political and economic impact, potential implementation obstacles, and highlight successful initiatives by peers who have used these funding strategies.

The consultant will ultimately produce a financial plan that includes a 10-year financial projection of the existing MDT capital and operating costs and revenues, in addition to a

potential funding strategy that incorporates new potential sources of funding and financing for the proposed service and capital improvements.

~~Do you have previous experience satisfying the above?~~ Yes  No

**1.18 Relationship to Other Transportation Plans**

The consultant will review local transportation plans and planning documents and identify and compile community goals and objectives from these plans in order to develop a technical memorandum that documents the MDT TDP Major Update's consistency with goals and objectives found in the local transportation plans and planning documents.

**1.19 Formulate Ten-Year Implementation Program**

The consultant will prepare a ten-year implementation program that will contain a ten-year plan of programmed improvements, and an implementation schedule based on the goals and objectives that take into account needs, cost and priorities set by MDT.

~~Do you have previous experience satisfying the above?~~ Yes  No

**1.1.10 Draft and Final Ten-Year Transit Development Plan**

The consultant will compile the preceding deliverables into a draft that will involve preparation for presentations to various local transportation committees and will then incorporate comments received from MDT and the committees into a final version of the TDP report.

~~**CBE firms are required to provide the project names, dollar values, and contact names of the projects worked on (satisfying the above stated requirements).**~~

**\*This information is REQUIRED along with the signed Verification Form**



**CATEGORY/  
SUB-CATEGORY  
INDEX**

**CATEGORY DESCRIPTION**

**1.00**

**TRANSPORTATION PLANNING**

This class of work encompasses all aspects of transportation planning, necessary to generate comprehensive studies ranging in scope from the total transportation of a regional area to elements of a specific mode within an urban area. These studies may involve forecasting of short and long range transportation needs; evaluation of alternate transportation systems and their location within a study area; and feasibility analyses in connection with specific transportation modes and their facilities, including engineering, life cycle costs, revenue and ecological considerations. The above mentioned transportation modes include roadway and rail systems, ports and waterway systems, and aviation systems; and their study may concern the improvement or expansion of existing facilities, construction of new facilities and potential mass and rapid transit applications. The work may include data collection, modeling, alternate system testing, construction cost estimating, system and site selections, public interaction program and permitting process participation, conceptual systems design and planning, and preparation of summary reports on study findings with all necessary test and exhibits.

**PROFESSIONAL STATUS:**

Registration with the Florida State Board of Professional Engineers. Applicants without registration, may be given a restricted certification to perform activities encompassed by the class of work, which is not defined as the practice of engineering by the Florida State Board of Professional Engineers.

**ADEQUACY OF PERSONNEL:**

At least one (1) Florida registered professional engineer is required. The number of Florida registered professionals and other technical support personnel required for specific projects, will be determined during the consultant selection process on a project-by-project basis against the Selection Committee's estimate of the consultant personnel, required to adequately and competently perform the work in the desired time frame.

**PAST RECORD, EXPERIENCE AND CAPABILITY:**

TC Category Form 2 must contain specific information as to the technical nature of projects demonstrating satisfactory experience activities required by this class by the full-time employed Florida registered professional engineer(s) in their specific fields, used by the firm to obtain County Certification.

**The Certification Certificate will indicate the main work class category number (1.00) preceded by the applicable work class designations (1.01 through 1.04) listed below.**

- 1.01 URBAN AREA AND REGIONAL  
TRANSPORTATION PLANNING
- 1.02 MASS AND RAPID TRANSIT PLANNING
- 1.03 AVIATION SYSTEMS AND  
AIRPORT MASTER PLANNING
- 1.04 PORT AND WATERWAY SYSTEMS  
PLANNING

Satisfactory experience must be demonstrated in the activities required by this class by the full-time employed Florida registered engineer(s) or other professional(s) used by the firm to obtain County Certification, and also by the bona fide employees thereof, if required by a particular project.





Department of Regulatory and Economic Resources  
 Small Business Development Division  
 Certified Firms as of  
 March 24, 2013  
 (Certified in Specific Categories Below)

TRADE CATEGORIES		CONTACT		ADDRESS		PHONE / FAX	
FIRM NAME	BUSN						
CERT NO.							
EXP. DATE							
0102	Transportation Planning-Mass & Rapid Transit						
CIVIL WORKS, INC.		LINDA BELL		7855 NW 12st St, Suite #202 * Doral, FL 33126		305-591-4323 / 305-591-4074	
530	CBE	TIER 1					
CTS ENGINEERING, INC.		SHENG YUNG		8905 NW 12 St, #315 * Doral, FL 33126-0000		305-890-7198 / 305-599-8694	
14319	CBE	TIER 1					
FLORIDA TRANSPORTATION ENGINEERING, INC. (FTE)		RAVI DEVAГУPTAPU		8250 Pascal Dr, Suite 101 * Punta Gorda, FL 33950		941-639-2818 / 941-639-4851	
12049	CBE	TIER 2					
K.M. ENGINEERING CONSULTANTS, INC.		KOUROCHE MOHANDES		201 178th Dr, Suite #34 * Sunny Isles, FL 33160-0000		305-792-7117 / 305-402-2208	
11733	CBE	TIER 1					
THE BETAJONES GROUP, INC.		LUIS BETALLELUZ, JR.		801 Brickell Ave, Suite 900 * Miami, FL 33131-0000		786-284-8828 / 866-312-8730	
12762	CBE	TIER 1					
0101	Transportation Planning-Urban Area & Regional Plan						
CALTRAN ENGINEERING GROUP, INC.		JUAN CALDERON		1400 NW 107 Ave, Suite 209 * Miami, FL 33172-0000		786-456-7700 / 786-513-0711	
14886	CBE	TIER 1					
CES CONSULTANTS, INC.		RUDY M. ORTIZ, P. E.		14361 Commerce Way, Suite 103 * Miami Lakes, FL 33016-0000		305-827-2220 / 305-827-1121	
423	CBE	TIER 2					
CIVIL WORKS, INC.		LINDA BELL		7855 NW 12st St, Suite #202 * Doral, FL 33126		305-591-4323 / 305-591-4074	
530	CBE	TIER 1					
CTS ENGINEERING, INC.		SHENG YUNG		8905 NW 12 St, #315 * Doral, FL 33126-0000		305-890-7198 / 305-599-8694	
14319	CBE	TIER 1					
FLORIDA TRANSPORTATION ENGINEERING, INC. (FTE)		RAVI DEVAГУPTAPU		8250 Pascal Dr, Suite 101 * Punta Gorda, FL 33950		941-639-2818 / 941-639-4851	
12049	CBE	TIER 2					
HP CONSULTANTS INC.		ARVIND KUMBHOKAR		10220 SW 107th St * Miami, FL 33176		305-596-2857 / 305-596-2858	
8064	CBE	TIER 1					

\* Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final approval. You may contact the firm or SBD for approval status.

\* Firms with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SBD (305-375-2378) for more information.



Department of Regulatory and Economic Resources  
Small Business Development Division  
Certified Firms as of  
March 24, 2013  
(Certified in Specific Categories Below)

TRADE CATEGORIES

FIRM NAME	CERT NO.	BUSN.	EXP. DATE	CONTACT	ADDRESS	PHONE / FAX
K.M. ENGINEERING CONSULTANTS, INC.	11733	CBE	TIER 1 07/31/2014	KOUROCHE MOHANDES	201 178th Dr, Suite #434 * Sunny Isles, FL 33160-0000	305-792-7117 / 305-402-2208
THE BETAJONES GROUP, INC.	12762	CBE	TIER 1 12/31/2014	LUIS BETALLELUZ, JR.	801 Brickell Ave, Suite 900 * Miami, FL 33131-0000	786-284-8828 / 866-312-8730
TRIANGLE ASSOCIATES, INC.	2376	CBE	TIER 1 04/30/2015	OSIRIS QUINTANA	7880 W 25th Ct * Hialeah, FL 33016-0000	305-817-8443 / 305-817-8471
TSM INTERNATIONAL, INC.	13901	CBE	TIER 1 05/31/2015	HESHAM ELBADRAWI	7710 SW 21st St * Miami, FL 33155-0000	305-970-1642 / N/A

Total # of Certified and Under Review Firms: 10

\* Firms that have timely submitted re-certification applications which are "Under Review" are listed in red. Firms listed in red with "Under Review" designation in the Expiration Date column have not received final approval. You may contact the firm or SED for approval status.

\* Firms with "Under Review" designations may request an expedited certification review by submitting documentation relative to their participation on an upcoming project. Contact SED (305-375-2378) for more information.