



## MEMORANDUM

**DATE** | February 3, 2017

**TO** | Gary Hartfield, Division Director, Small Business Development  
Internal Services Department

**FROM** | Jesus Guerra, Deputy Director  
Miami-Dade MPO

**SUBJECT** | Review Item: Recommendation for Non-Exclusive Professional Services Agreement (PSA) for the SMART Plan General Planning Consultant (GPC) Program, Contract E17-MPO-01

The MPO respectfully requests that the Department of Small Business Development review the attached recommendation for "no measures" for the above referenced contract. This project is federally funded. Florida Department of Transportation (FDOT) District Six is the funding pass-through agency for the Miami-Dade MPO. This effort is Race Neutral, as such there is no Disadvantaged Business Enterprise (DBE) goal established for this contract (see attached email). Once this recommendation is approved, we will proceed with the procurement of the consultants.

The purpose of the SMART Plan GPC is to have a pool of five architectural and engineering (A/E) consultants available to assist the MPO in providing transportation planning services related to the SMART Plan. The duration of these contracts will be for a period of three (3) years with two additional one-year options. The estimated cost for this effort is \$11,000,000 which consists of a mixture of Federal Highway Administration, Surtax and Local Municipal funds.

The architectural and engineering consultants will provide only transportation planning services under this contract. The scope of work includes the provision of services in the areas of land use planning, urban area and regional transportation planning, mass and rapid transit planning, mass transit feasibility and technical studies, highway systems – traffic engineering studies and traffic counts among other related areas. During the development of this contract, the consultants will perform the following tasks: coordination with other transportation partners, literature research, data collection, analysis and evaluations, field inspections, conceptual designs to visualize proposed recommendations, travel demand forecasting, public involvement, preparation of presentations to MPO standing committees, and final reports, among other related efforts to support the transportation planning process as required by federal requirements.

Should you have any questions or concerns, please don't hesitate to contact Oscar Camejo of the MPO staff at 305-375-1837.

C: Oscar Camejo, Miami-Dade MPO Program Development Manager  
Julie Whiteside, ISD A/E Consultant Selection Coordinator  
Curt Williams, ISD Sr. A/E Consultant Selection Coordinator

Attachment