



MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, Town Manager

Date: November 15, 2017

Re: Award of ITB No. 17-07: Cutler Bay Middle School Sidewalk Connectivity Project to Star Paving, Corp

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING STAR PAVING CORPORATION PURSUANT TO INVITATION TO BID NO. 17-07 FOR CONSTRUCTION OF THE CUTLER BAY MIDDLE SCHOOL SIDEWALK CONNECTIVITY PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

The Town Council on June 21, 2017 via Resolution #17-46 authorized staff to issue an Invitation to Bid (ITB) No. 17-07: Cutler Bay Middle School Sidewalk Connectivity Project. The ITB was advertised in a newspaper of general circulation (*Attachment "A"*) which, complies with the Town's Code Chapter 24, Article II. A "Mandatory" Pre-Bid Meeting was held on August 22, 2017 at 10:00 a.m., at which time eleven (11) potential bidders participated (*Attachment "B"*). The ITB had a due date and time of September 26, 2017 at 3:00 p.m. The Town received six (6) sealed bid packages, from potential contractors which, were publicly opened at Town Hall.

A comprehensive Bid Submittal Review was completed by the Town's Public Works Department (*Attachment "C"*) which resulted in the recommendation of Star Paving, Corp as the "lowest and responsive" bidder.

A copy of first ranked bidder: Star Paving, Corp bid submittal is attached as (*Attachment "D"*). Town Staff performed a reference check of Star Paving Corp., as well as a Contractor and Subcontractor facilities inspection, and received a confirmation of "good standing" with the Florida Department of State Division of Corporations.

Cutler Bay Middle School Sidewalk Connectivity Project will be funded with \$262,875 of the Town's portion of the People's Transportation Plan (PTP) Municipal Allocation (Municipal Transit Surtax proceeds).





RECOMMENDATION

Based on Town staff's evaluation of the "lowest and responsive" bidder: Star Paving, Corp, it is recommended that the Town Council approve the attached Resolution.

ATTACHMENTS

- Attachment "A" – Advertisement – Daily Business Review (*July 31, 2017*)
- Attachment "B" – Mandatory Pre-Bid Meeting Sign-In Sheet (*August 22, 2017*)
- Attachment "C" – Bid Submittal Review
- Attachment "D" – Bidder Submittal Package

