



Office of the Town Manager

Rafael G. Casals, ICMA-CM, CFM
Town Manager

MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, ICMA-CM, CFM, Town Manager

Date: September 26, 2018

Re: Issuance of an Invitation to Bid (ITB): Townwide Roadway Resurfacing and Sidewalk Improvements

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE ISSUANCE OF AN INVITATION TO BID (ITB) FOR TOWNWIDE ROADWAY RESURFACING AND SIDEWALK IMPROVEMENTS; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

As a result of the Road Transfer Agreement, adopted by Resolution No. 08-11, between Miami-Dade County (the “County”), the ownership of all the local roadways, was transferred to the Town of Cutler Bay (the “Town”). Throughout the past years, the Town’s Public Works Department has performed repairs to numerous potholes, which, have been reported by residents or have been discovered through route patrol by staff. Additionally, the Town’s consulting engineers, Stantec Consulting Services, Inc., completed a Town-wide Roadway and Sidewalk Assessment Report (Attachment “A”), updated on August 2018. One of the major components of the Assessment Report was the rating of local roadways with the following categories: “Excellent, Very Good, Good, Fair, and Poor.” Based on the Assessment Report, thirteen percent (13%) of Town owned local roads are rated as “Poor”.

The Town has developed a comprehensive Invitation to Bid (the “ITB”) document which will allow the Town to solicit sealed bids to perform planned roadway and sidewalk improvements. The Town’s Assessment Report shall serve as a guide for staff, in order to prioritize the planned improvements to our locally owned and maintained roadway segments.





Section 24-45 of the Town Code requires the Town Manager to obtain authorization from the Town Council in order to advertise solicitations for bids and proposals, prior to advertising the public notice.

Funding for the Townwide Roadway Resurfacing and Sidewalk Improvement(s) Project is provided through the Town's portion of People's Transportation Plan (PTP). The Board of County Commissioners approved the Town's Inter-Local Agreement which, allows the Town to receive Surtax Funds on a monthly basis.

RECOMMENDATION

We recommend that the attached Resolution authorizing the Town Manager to issue Invitation to Bid No. 18-07 for Townwide Roadway Resurfacing and Sidewalk Improvements be adopted.

ATTACHMENTS

- Attachment "A" – Townwide Roadway and Sidewalk Assessment Report

