



## 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: February 20, 2019

Re: Award of ITB No. 18-07 Townwide Roadway Resurfacing and Sidewalk Improvements

## REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING H & R PAVING, INC. FOR THE CONSTRUCTION OF THE TOWNWIDE ROADWAY RESURFACING & SIDEWALK IMPROVEMENTS; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

## BACKGROUND AND ANALYSIS

As a result of the Road Transfer Agreement with Miami-Dade County ("County"), adopted by Resolution No. 08-11, the ownership of the local roadways and sidewalks, was transferred to the Town of Cutler Bay ("Town"). Throughout the years, the Town's Public Works Department has performed repairs to numerous potholes reported by residents or discovered through route patrol by staff.

On November 11, 2018, the Town issued Invitation to Bid No. 18-07 ("ITB"): Townwide Roadway Resurfacing & Sidewalk Improvements to identify the best available contractor to provide construction services. The ITB was advertised in a newspaper of general circulation (*Attachment "A"*), which complies with Chapter 24, Article II of the Town's Code. A Mandatory Pre-Bid Meeting was held on December 11, 2018 at 10:00 AM, at which time twelve (12) potential bidders were in attendance (*Attachment "B"*). The ITB's due date and time was January 10, 2019 at 3:00 PM. The Town received seven (7) sealed bid packages from potential bidders, which were publicly opened at Town Hall.





A comprehensive Bid Submittal Review was completed by the Town's Public Works Department, which verified H & R Paving, Inc. as the lowest and responsive bidder (*Attachment "C"*). A copy of first ranked bidder, H&R Paving, Inc., bid submittal is attached (*Attachment "D"*).

The Town has budgeted for this Project within the Town's Public Works Operating Budget. Funding for the Town-wide Roadway Resurfacing and Sidewalk Improvements 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**

Based on Town staff's evaluation of the "lowest & responsive" bidder, H & R Paving, Inc., it is recommended that the Town Council approve the attached Resolution.

### **ATTACHMENTS**

Attachment "A" – Advertisement - Daily Business Review (*November 11, 2018*)  
Attachment "B" – Mandatory Pre-Bid Meeting Sign-in Sheet (*December 11, 2018*)  
Attachment "C" – Town Selection Committee's Recommendation  
Attachment "D" – Bidders Submittal Package

