



## 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:** March 20, 2019

**Re:** Issuance of Purchase Order to H & R Paving, Inc. for Townwide Sidewalk Improvements

## REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE TOWN MANAGER TO ISSUE A PURCHASE ORDER TO H & R PAVING, INC. FOR TOWN-WIDE SIDEWALK REPAIRS; AND PROVIDING FOR AN EFFECTIVE DATE.**

## BACKGROUND AND ANALYSIS

In 2008, a Road Transfer Agreement was approved via Resolution No. 08-11, between Miami-Dade County and the Town. This agreement transferred ownership of all the sidewalks located on “local” roadways to the Town. Since this time, the Town’s Public Works Department has performed proactive replacement to numerous potential “trip-hazard” sidewalks that were identified in the Town’s 2009 Sidewalk & Roadway Assessment Report (the “Assessment Report”). One of the major components of the Assessment Report was the development of a sidewalk replacement and ADA accessibility compliance criteria, along the Town’s extensive pedestrian sidewalk network.

Town staff budgeted funds in the Public Works Department’s 2018-19 Fiscal Year Operating Budget, to perform all the necessary repairs to the identified sidewalks throughout the Town in accordance with the Sidewalk and Roadway Assessment Report. These planned improvements (sidewalk replacements & ADA accessible ramps) will provide residents a safer walking experience throughout the Town’s sidewalk network. The funding source for this project is the Town’s portion of the Local Option Gas Tax, which is distributed to all the municipalities.



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On February 20, 2019, Town Council awarded the Invitation to Bid (“ITB”) No. 18-07: Townwide Roadway Resurfacing & Sidewalk Improvements contract to H & R Paving, Inc. via Resolution No. 19-08. H & R Paving, Inc. was selected as the “lowest responsive and responsible bidder”, out of a total of seven (7) submitted bids. The Town desires to use the Contractor’s services to provide for the replacement and installation of sidewalks for Fiscal Year 2018-19

### **RECOMMENDATION**

Town staff recommends that the attached Resolution be adopted, authorizing the Town Manager to issue a Purchase Order in an amount not to exceed \$300,000.00, based on the same terms and conditions as outlined in the ITB No. 18-07.

