



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 18, 2019
Re: Award of ITB # 19-08: Miscellaneous Roadway and Drainage Improvements

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AGREEMENT WITH ENVIROWASTE SERVICES GROUP, INC. FOR MISCELLANEOUS ROADWAY AND DRAINAGE IMPROVEMENTS; PROVIDING FOR AUTHORIZATION; 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"). As a result of the Town opting-out of the County's Stormwater Utility (Resolution No. 07-18), the existing storm drainage structures were all transferred to the Town. The Town's adopted Stormwater Utility Master Plan (Resolution No. 08-50), has identified several neighborhoods with localized flooding in need of drainage improvements. Throughout the past years, the Town's Public Works Department (the "Department") has performed repairs to numerous roadway and drainage structures, which have been reported by residences and/or discovered through route patrol, by staff.

On June 18, 2019, the Town issued Invitation to Bid (ITB) No. #19-08: Miscellaneous Roadway and Drainage Improvements. 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 July 9, 2019 at 10:00 AM, at which time twelve (12) potential bidders were in attendance (*Attachment "B"*). The ITB's due date and time was August 8, 2019 at 3:00 PM. The Town received five (5) sealed bid packages from potential contractors, which were publicly opened at Town Hall (*Attachment "C"*).





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

RECOMMENDATION

Based on Town staff's evaluation of the "lowest and responsive" bidder, it is recommended that the Town Council approve the attached Resolution selecting Envirowaste Services Group, Inc., to perform the Miscellaneous Roadway and Drainage Improvements.

ATTACHMENT(S):

- Attachment "A" – Advertisement - Daily Business Review (*dated June 19, 2019*)
- Attachment "B" – Mandatory Pre-Bid Meeting Sign-in Sheet
- Attachment "C" – Summary of Bid Opening
- Attachment "D" – Bid Submittal Review
- Attachment "E" – Bid Submittal