



Town of Cutler Bay

Town Hall
10720 Caribbean Blvd
Cutler Bay, FL 33189

Memorandum

File #: Item # 2017-062, **Version:** 1

MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, Town Manager

Date: April 19, 2017

Re: “Piggy-Back” Miami Dade County Contract (RFP-00172) with Tetra Tech Inc.: Disaster Debris Monitoring Services

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING TETRA TECH INC. FOR DISASTER DEBRIS MONITORING SERVICES; PROVIDING FOR WAIVER OF COMPETITIVE BIDDING; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

The Town’s Public Works Department will be responsible to “clear” all locally owned roadways of debris in the event of a natural disaster. The major arterial roadways will be “cleared” by either Miami-Dade County Public Works/Solid Waste Department and/or Florida Department of Transportation. Existing Town contracts allow both Public Works and Parks & Recreation Departments to utilize those contractors for the removal of debris in case of a declared emergency. The existing contractors will provide emergency debris removal services upon completing their normal restoration tasks (i.e., restoration of park equipment, removal of damaged trees, etc.).

On December 01, 2015 at 3:00 PM the Public forum for the bid opening of RFP No. 15-13 Emergency Debris Monitoring Services was held at Town Hall and no Bidders were in attendance. At the bid opening one (1) bid package was opened and read publicly (*Attachment “A”*). The total bid amount for Request for Proposals (RFP) No. 15-13 was based on Position Hourly Rates multiplied by a set given number of hours for each position, and total rates summed for a grand total:

Bidder’s Name:
ER Assist Inc.

Total Bid Amount
\$ 169,920.00

In addition, since only one bid package was received, the Town of Cutler Bay Public Works Department performed an Engineering Value Analysis to compare the Total Bid Amount received from ER Assist Inc. with that of an existing Debris Monitoring contract from Miami Dade County Contract No. RFP-00172 provided by “Tetra Tech Inc.” (*Attachment “B”*).

The following are the results:

<u>Existing MDC Contract:</u>	<u>Total Amount</u>
Miami-Dade County Contract No. RFP-00172 from Tetra Tech Inc.	\$ 96,954.00

Based on the Engineering Value Analysis, the results show the Bid amount provided by ER Assist Inc. is \$72,966 more expensive than the MDC Contract No. RFP-00172 which is a 75.26% increase in price. Since the bid price received is not within a 15% competitive range, the Town cancelled RFP No. 15-13, and as a result wishes to “piggy back” the Miami Dade County Contract No. RFP-00172 selecting Tetra Tech Inc. per Miami-Dade County Resolution No. 37-16 (*Attachment “C”*).

RECOMMENDATION

It is recommended that the Town Council adopt a resolution to “piggy back” Miami Dade County’s Contract Agreement for Disaster Debris Monitoring Services, as outline in RFP -00172 with Tetra Tech Inc.

ATTACHMENTS

- Attachment “A” - Town RFP No. 15-13 Bid Contents Summary
- Attachment “B” - Miami-Dade County Contract No. RFP-00172 Price Schedule
- Attachment “C” - Miami-Dade County Resolution No. 37-16