



Memorandum

File #: Item # 2018-111, **Version:** 1

MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, Town Manager

Date: May 16, 2018

Re: Award of ITB No. 18-01: Saga Bay 1.2 Sub-Basin Water Quality Improvement Project

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING METRO EXPRESS, INC. FOR THE CONSTRUCTION OF THE SAGA BAY 1.2 SUB-BASIN WATER QUALITY IMPROVEMENT PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

On August 20, 2008, the Town of Cutler Bay (the “Town”) adopted the Stormwater Master Plan pursuant to Resolution No. 08-50 for the purpose of identifying opportunities to protect surface water quality and reduce flooding within the Town. The sub-basin is developed with single-family residential and multifamily dwellings, located near Saga Lake Park. The current drainage system in this sub-basin consists of isolated French Drains and Catch Basins. Roadside swales also provide some water quality pre-treatment and storage of roadway runoff. The existing drainage infrastructure in the Saga Bay 1.2 Sub-Basin does not discharge adequate runoff to meet the desired performance criteria adopted in the Town’s Stormwater Master Plan. The capacity of the existing roadside swales and French Drains are not sufficient to discharge the volume of runoff and treat pollutants.

On December 14, 2016, the Town approved Resolution No. 16-68 selecting R.J. Behar & Company, Inc. for design services for the Saga Bay 1.2 Sub-Basin Water Quality Improvement Project (the “Project”). The Project consists of the following local streets: SW 79 Place (from SW 196 Terrace to SW 198 Street) and SW 198 Street (from SW 79 Court to SW 82 Avenue), as well as roadway resurfacing per plans and specifications provided by R.J. Behar & Company, Inc. in anticipation of construction. This project is part of a capital improvement project to improve the stormwater management system and treat runoff pollutants within this sub-basin. The work includes; installation of 10 catch basins; installation of 8 manholes; installation of 41 LF of 15” Round Pipe; installation of 121 LF of 18” Round Pipe; installation of 753 LF of 24” Round Pipe; installation of 10 LF of 42” Round Pipe (including two concrete collars); installation of 400 LF of 24” French Drain; and milling and resurfacing per plans and specifications.

On July 1, 2017, the Town was awarded a Legislative Appropriation Grant from the State of Florida Department of Environmental Protection (“FDEP”) to fund the Project. Per Resolution No. 17-73, the Town executed the Standard Grant Agreement with State of FDEP and authorized the Town Manager and/or his designee to execute all further documents and agreements necessary in order for the Town to receive the grant.

On January 10, 2018, the Town issued Invitation to Bid No. 18-01 (“ITB”): Saga Bay 1.2 Sub-Basin Water Quality Improvement Project 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 March 28, 2018 at 10:00 am, at which time nine (9) potential bidders were in attendance (*Attachment “B”*). The ITB had a due date and time of April 24, 2018 at 3:00 pm. The Town received four (4) sealed bid packages from potential contractors, which were publicly opened at Town Hall.

A comprehensive Bid Submittal Review was completed by the Town’s Public Works Department, which verified Metro Express, Inc. as the lowest and responsive bidder (*Attachment “C”*). A copy of first ranked bidder: Metro Express, Inc. bid submittal is attached (*Attachment “D”*).

The Town has budgeted for this Project within the Town’s Public Works 2017-18 Fiscal Year Operating Budget. Funding for this Project to be provided by a FDEP Legislative Appropriation Grant in the amount of \$165,000.00 and the remainder will be funded with the Town’s Stormwater Utility Funds.

RECOMMENDATION

Based on Town staff’s evaluation of the “lowest & responsive” bidder: Metro Express, Inc. it is recommended that the Town Council adopt the attached Resolution.

ATTACHMENTS

- Attachment “A” - Advertisement - Daily Business Review (*February 26, 2018*)
- Attachment “B” - Mandatory Pre-Bid Meeting Sign in Sheet (*March 28, 2018*)
- Attachment “C” - Bid Submittal Review
- Attachment “D” - Bidder Submittal Package