



Memorandum

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MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, Town Manager, ICMA-CM, CFM

Date: December 12, 2018

Re: Extension of Agreement with Envirowaste Services Group, Inc. By Utilizing the City of Doral's Contract Pursuant to RFP No. 2013-32: Catch Basin Maintenance Program

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, EXTENDING THE TERM OF THE PROJECT AGREEMENT WITH ENVIROWASTE SERVICES GROUP, INC. FOR THE TOWN-WIDE CATCH BASIN MAINTENANCE PROGRAM; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

The Town of Cutler Bay (the "Town") remains commitment to treat Stormwater pollutants prior to discharging into canals, lakes, and Biscayne Bay. Within the Town's Stormwater Operating & Maintenance Budget, funds are allocated for a Town-Wide Catch Basin Maintenance Program (the "Program"). The goal of the program is to routinely clean the catch basins, manholes, infiltration trenches, and French drains that are owned and maintained by the Town.

In order to maintain our current Federal Emergency Management Agency ("FEMA") Community Rating System ranking, the Town is required to document the amount of Stormwater Pollutants collected (program benchmark). The contractor is to perform jet cleaning of catch basins, French drains, and the connecting pipes. In addition, our National Pollutant Discharge Elimination System ("NPDES") Federal Permit requires each municipality to develop and document a Catch Basin Maintenance Program. Therefore, the Town has completed and adopted the Stormwater Master Plan that studied the Town's stormwater utility infrastructures and outlined an annual Catch Basin Maintenance Program adopted (via Resolution No. 08-50).

On May 21, 2014, the Town adopted (via Resolution No. 14-33) the Town-Wide Catch Basin Maintenance

Program with EnviroWaste Services Group, Inc. (the “Contractor”), piggy-backing the Contract utilizing the City of Doral’s Request for Proposal (RFP) No. 2013-32 Catch Basin Maintenance Program. The Town’s Contract expired on June 24, 2016; thus, the Town utilized the option to renew the Contract for the additional two (2) one-year periods under the same terms, conditions, and prices of the original contract.

On February 13, 2018, the City of Doral adopted Resolution No. 18-30 granting a six (6) month extension to the existing EnviroWaste Services Group, Inc. contract period, in order to perform an Engineering Value Analysis and determine if extending the current contract will be in the best interest of the City. Based on the Engineering Value Analysis conducted by the City of Doral’s Public Works Department, the City Manager recommended the waiver of the competitive bid as it is in the City’s best interest. On September 12, 2018 the City of Doral Council authorized the City Manager to extend RFP No. 2013-32, under the same terms, costs and conditions, for two (2) years with the option to renew for an additional two (2) one-year terms (City of Doral’s Resolution No. 18-156).

The Town’s Public Works Department has reviewed the most recent contracts awarded by neighboring municipalities, City of Doral and Village of Pinecrest, and has completed a detailed evaluation (*Attachment “A”*). Additionally, Town staff have spoken to the Contractor’s current and past municipal clients, which include: Village of Pinecrest, Town of Miami Lakes, and Village of Palmetto Bay. All the references were pleased with the contractor’s staff and knowledge, and strongly recommended the contractor. For the past nine (9) years, the contractor has been performing storm drain cleaning services for the Town, and Town staff are very satisfied with the quality of work and the contractor’s knowledge & safety record.

In accordance with the Town’s Code Chapter 24, Article II, Section 24-67, the Town will extend its Agreement with the Contractor for an additional two years with two additional one-year options and utilize the pricing procured as result of the City of Doral’s formal bidding process, with the same terms and conditions to perform the Catch Basin Maintenance Program.

RECOMMENDATION

It is recommended that the Town Council adopt a Resolution to extend the Town’s Agreement with the Contractor for two additional years with the option for two additional one-year terms by utilizing the City of Doral’s contract for a Catch Basin Maintenance Program, as outlined in RFP No. 2013-32 with the Contractor.

ATTACHMENTS

- Attachment “A” - Town Staff Evaluation of Doral RFP 2012-31