



Town of Cutler Bay

Town Hall
10720 Caribbean Blvd
Cutler Bay, FL 33189

Memorandum

File #: Item # 2019-215, **Version:** 1

MEMORANDUM

To: Honorable Mayor and Town Council

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

Date: October 16, 2019

Re: Issuance of an Invitation to Bid (ITB) for the Cutler Bay Bike/Pedestrian Facilities Improvements Project

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, AUTHORIZING THE ISSUANCE OF AN INVITATION TO BID (ITB) FOR THE BIKE/PEDESTRIAN FACILITIES IMPROVEMENTS PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

The Town of Cutler Bay (the “Town”) is primarily a pedestrian friendly community with a need to infill gaps in the current system. The Town would like to improve the sidewalk network throughout the Town with high traffic volume and pedestrian activity. There are pockets of areas where sidewalks do not connect to the crosswalks with ADA accessible connections and where painted crosswalks are lacking. The overall goal of this project is to ensure that the most highly used roadways have sidewalks on both sides connecting residents to parks, schools and other generators of potential pedestrian and bicycle traffic.

On March 18, 2015, the Town submitted a grant proposal for the development of the “Cutler Bay Bike/Ped Facilities Improvements” (the “Project”) (*Attachment “A”*). The Town was notified on November 2, 2015 that the application had been selected and approved for funding by the Miami-Dade Metropolitan Planning Organization (MPO) Governing Board during their October 22, 2015 Board Meeting via Resolution No. 42-15 in the amount of \$360,640.00 for the construction phase (*Attachment “B”*). On September 18, 2019, the Town of Council adopted Resolution No. 19-64, approving the FDOT Transportation Alternatives Program grant and authorizing the Town Manager to execute the FDOT Local Agency Program Agreement for the award of the Project funds to the Town. (*Attachment “C”*).

The Town has developed a comprehensive Invitation to Bid (ITB) to identify the best available contractor to provide construction services for the Project. Section 24-45 of the Town Code requires the Town Manager to obtain authorization from the Town Council in order to advertise solicitations for bids and proposals, prior to advertising the public notice.

The Town has budgeted for this Project within the Town's Public Works 2019-2020 Fiscal Year Operating Budget. Funding for this Project will be provided by the Transportation Alternatives Program (TAP) Grant in the amount of \$360,640.00 from the Florida Department of Transportation and the remainder will be funded with the Town's People's Transportation Plan ("PTP") Funds.

RECOMMENDATION

Town staff recommends the attached Resolution be adopted, authorizing the Town Manager to issue an Invitation to Bid (ITB) No. 19-12 for the Cutler Bay Bike/Pedestrian Facilities Improvement Project be adopted.

ATTACHMENT(S):

- Attachment "A" - Miami-Dade Metropolitan Planning Organization (MPO)
Grant Application
- Attachment "B" - MPO Award Letter
- Attachment "C" - Town Resolution No. 19-64