



# Town of Cutler Bay

Town Hall  
10720 Caribbean Blvd  
Cutler Bay, FL 33189

## Memorandum

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**File #:** Item # 2020-31, **Version:** 1

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## MEMORANDUM

**To:** Honorable Mayor and Town Council

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

**Date:** February 19, 2020

**Re:** Award of ITB No. 19-12: Bike/Pedestrian Facilities Improvements Project

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### REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, SELECTING H.G. CONSTRUCTION, DEVELOPMENT AND INVESTMENT, INC. FOR THE CONSTRUCTION OF THE BIKE/PEDESTRIAN FACILITIES IMPROVEMENTS PROJECT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

### BACKGROUND AND ANALYSIS

On November 2, 2015, the Town of Cutler Bay (the “Town”) was awarded a \$360,640.00 grant from the Florida Department of Transportation (FDOT) through the Transportation Alternatives Program (TAP) to fund the Town of Cutler Bay Bike/Pedestrian Facilities Improvements Project (the “Project”). As per Resolution No. 19-64, the Town executed the Local Agency Program (LAP) Agreement with FDOT and authorized the Town Manager or his designee to execute all further documents and agreements necessary for the Town to receive the grant. On November 15, 2019, FDOT sent a Notice to Proceed that authorized the Town to proceed with the construction phase of the Project (*Attachment “A”*).

On November 26, 2019, the Town issued Invitation to Bid (ITB) No. 19-12: Bike/Pedestrian Facilities Improvements Project. The ITB was advertised in a newspaper of general circulation (*Attachment “B”*), which complies with the Town’s Code Chapter 24, Article II. A “Mandatory” Pre-Bid Meeting was held on December 17, 2019, at which time nine (9) potential bidders, were in attendance as well as the Construction Engineering Inspector (R.J. Behar & Company) (*Attachment “C”*). The ITB had a due date and time of January 14, 2020, at 3:00 p.m. The Town received two (2) sealed bid packages, from potential contractors which, were publicly opened at Town Hall (*Attachment “D”*). The lowest bid submittal was for \$381,488.97 from H.G. Construction, Development and Investment, Inc.

The Town is primarily a pedestrian friendly community with a need to infill gaps in the current system. The Town is committed to improving the sidewalk connectivity network throughout the Town with high traffic volume and pedestrian activity. There are certain residential neighborhoods where sidewalks do not connect to the crosswalks with Americans with Disabilities Act (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.

This Project will include:

- Upgrading of pedestrian facilities;
- Removing obstacles in the right-of-way;
- Ensuring ADA compliance;
- Completing sidewalk connections; and
- Installing high visibility pedestrian crosswalks.

These pedestrian sidewalk improvements will be conducted in accordance with the Town's 2011 Bike/Ped Master Plan and adopted 2014 Transportation Master Plan (Resolution No. 14-72).

A copy of the Concurrence Letter dated February 4, 2020, from the Florida Department of Transportation advising the Town to proceed with the award recommendation to H.G. Construction, Development and Investment, Inc. is attached (*Attachment "E"*).

A comprehensive Bid Submittal Review was completed by the Town's Public Works Department. The Town recommends H.G. Construction, Development and Investment, Inc. as the lowest and responsive bidder. The Town verified that H.G. Construction, Development and Investment, Inc is an FDOT Prequalified Contractor at the time of bid opening (*Attachment "F"*).

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 Florida Department of Transportation (FDOT) and the remainder will be funded with the Town's People's Transportation Plan (PTP) Funds.

## **RECOMMENDATION**

Town staff recommends that the attached Resolution be adopted, authorizing the Town Manager to enter into an Agreement with H.G. Construction, Development and Investment, Inc., in an amount not to exceed \$381,488.97.

## **ATTACHMENTS**

- Attachment “A” - FDOT Notice to Proceed Letter (*dated November 15, 2019*)
- Attachment “B” - ITB 19-12 Advertisement (*dated November 26, 2019*)
- Attachment “C” - ITB 19-12 Pre-Bid Meeting Sign in Sheet
- Attachment “D” - ITB 19-12 Summary of Bid Opening
- Attachment “E” - FDOT Concurrence Letter (*dated February 4, 2020*)
- Attachment “F” - FDOT Certificate of Qualification (*dated May 14, 2019*)