



City of Hallandale Beach City Commission Agenda Cover Memo

Hallandale Beach
PROGRESS. INNOVATION. OPPORTUNITY.

Meeting Date:	November 19, 2018		Item Type: (Enter X in box)	Resolution X	Ordinance	Other	
Fiscal Impact: (Enter X in box)	Yes	No	Ordinance Reading: (Enter X in box)	1st Reading		2nd Reading	
	X		Public Hearing: (Enter X in box)	Yes	No	Yes	No
Funding Source:	440--4989-565000-P1801 (Construction in progress) Stormwater Fund		Advertising Requirement: (Enter X in box)	Yes		No	
						X	
Account Balance:	\$108,737		Quasi Judicial: (Enter X in box)	Yes		No	
						X	
Project Number :	P1801		RFP/RFQ/Bid Number:	BID # FY 2017-2018-016 43rd Year CDBG Public Works Stormwater Improvements Project			
Contract/P.O. Required: (Enter X in box)	Yes	No	Strategic Plan Priority Area: (Enter X in box) Safety <input checked="" type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input type="checkbox"/>				
	X						
Sponsor Name:	Nydia Rafols-Sallaberry, Interim City manager		Department: Public Works	Steven F. Parkinson, P.E., PWLF, Assistant City Manager/Director of Public Works			

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDED INVITATION TO BID FY 2017-2018-016, 43RD YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC WORKS STORMWATER IMPROVEMENTS PROJECT, TO THE LOWEST, RESPONSIVE BIDDER, JVA ENGINEERING CONTRACTOR INC.; AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH JVA ENGINEERING CONTRACTOR INC. IN AN AMOUNT NOT TO EXCEED ONE HUNDRED FOUR THOUSAND THIRTY ONE DOLLARS (\$104,031), INCLUSIVE OF A TWENTY PERCENT (20%) CONTINGENCY;

AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT TO EFFECTUATE THE PROJECT; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Background:

The Community Development Block Grant (CDBG) program, managed by the U.S. Department of Housing and Urban Development (HUD), is a flexible program that provides communities with resources to address a wide range of community development needs. Broward County receives CDBG funding from the Federal Government that is then distributed to cities that lie within its jurisdiction, based on population size, in order to revitalize certain sections of the community.

On March 15, 2017, the City Commission adopted a Resolution No. 2017-35 authorizing the submittal of the 43rd Year Community Development Block Grant (CDBG) application package (Exhibit 2 – Resolution 2017-35), where the City applied for funding for the project listed below:

Public Works Improvements in the NW Quadrant (drainage, Sidewalks, regrading/sodding of swales and other related infrastructure improvements).

Broward County has allocated \$108,737 for the CDBG 43rd project, but the lowest bidder came in at **\$86,692 (plus a 20% contingency of \$17,338, for a total of \$104,031)**. City Staff is not planning to add to the project scope. However, if the need arises, staff will utilize the awarded funds for unforeseen circumstances (i.e. utility conflicts, change in quantities etc.) upon approval from the granting agency.

The 43rd Year CDBG Public Works Improvement Project involves public works and utility infrastructure improvements, including drainage improvements, sidewalks, regrading and sodding. All work completed under this contract will occur within the City's right-of-way. The project improvements are located at the following intersections in the City of Hallandale Beach:

NW 2nd Ave, between NW 5th St (Foster Road) and NW 4th St (Exhibit 3)

For the 43rd Year CDBG Public Works Improvement Project, Broward County has awarded the City \$108,737 for NW Quadrant project. The executed agreement was received on September 18, 2018 (Exhibit 4). This agreement will expire on March 31, 2019.

The City issued Invitation to Bid (ITB) FY 2017-2018-016 43rd Year Community Development Block Grant (CDBG) Public Works Stormwater Improvements Project on September 7, 2018.

Current Situation

Upon issuing Invitation to Bid (ITB) FY 2017-2018-016 43rd Year CDBG Public Works Improvements Grant Project on September 7, 2018, the release notice for the Bid was sent via email to two hundred and fifty (250) vendors from the City's Vendor list. The Bid was also advertised on the Hallandale Beach Chamber of Commerce website, the City's main website, DEMANDSTAR website, and the City and HBCRA Social Media pages. In addition, the Bid was advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section, Office of Economic and Small Business Development. A Mandatory Pre-Bid meeting was held on September 13, 2018 at 11:00 a.m. (Exhibit 5 Pre-Bid Meeting Signing Sheet). Eight (8) vendors, attended the Pre-Bid meeting. In addition to providing the opportunity for vendors to come and ask questions during the Mandatory Pre-Bid meeting, the Bid allowed for additional questions to be sent in via email by no later than September 18th, 2018 11:00 a.m.

The Bid was due on October 8, 2018, and three (3) vendors responded to the solicitation. Staff evaluated the responses and determined that JVA Engineering Contractor, Inc. is the responsive and lowest bidder with submission of Bid in the amount of \$86,692 (Exhibit 6 – Bid Tabulation Summary).

Staff recommends the award of BID # FY 2017-2018-016 43rd Year Community Development Block Grant (CDBG) Public Works Improvements Project be awarded to JVA Engineering Contractor Inc., (JVA) based on their experience, references and Bid price. All of JVA's references indicate that they have completed a similar project in scope and size, they are fully capable of fulfilling the City's needs. (Exhibit 7 – Award Recommendation Memorandum).

If approved by the City Commission, the construction contract will be finalized, and the estimated Project Schedule is as follows:

Commission Award	November 14, 2018
Notice to Proceed (NTP)	December 2018
Anticipated Construction Start	January 2019
Anticipated Construction Completion	March 2019

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000. shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

Fiscal Impact:

The fiscal impact will be \$86,692 (plus a 20% contingency of \$17,338, for a total of \$104,031).

Proposed Action:

Staff recommends approval of the attached Resolution, awarding BID # FY 2017-2018-016 43rd, Year Community Development Block Grant (CDBG) Public Works Improvements Project in the amount not to exceed \$104,031 (\$86,692 plus a 20% contingency) to JVA Engineering Contractor Inc., and authorizing the Interim City Manager to execute an agreement with JVA Engineering Contractor Inc., as well as authorizing the 20% contingency for unforeseen circumstances, and providing an effective date.

Attachment(s):

Exhibit 1 - Resolution
Exhibit 2 – Resolution No. 2017-035
Exhibit 3 – Location Map
Exhibit 4 - Agreement with Broward County
Exhibit 5 - Mandatory Pre-Bid Meeting Signing Sheet
Exhibit 6 - Bid Tabulation Summary
Exhibit 7 – Award Recommendation Memorandum

Prepared By:



Niesha Jones Sewell
Administrative Analyst

Reviewed By:



Steven F. Parkinson, Assistant City Manager
Director of Public Works

Andrea Lues
Director of Procurement