



# FDOT Transportation Alternatives Set-Aside Program

## FUNDING APPLICATION

Submittal Date: 02/17/2022

### APPLICANT INFORMATION

Agency/Organization Name:			
Agency Contact Name:		Title:	
Mailing Address:		City:	State: FL Zip Code:
County:		MPO/TPO (if applicable):	
Telephone:		Email Address:	

### CERTIFICATION OF PROJECT SPONSOR/IMPLEMENTING AGENCY SUPPORT:

Certification of project sponsor/implementing agency support is attached.

☐ Yes (Required)

PROJECT TYPE: ☐ Infrastructure ☐ Non-infrastructure

*FDOT requires locally administered infrastructure projects be implemented by a LAP certified agency; Non-infrastructure projects do not require LAP certification. If the project applicant intends to administer the project but is not LAP certified at the time of application submittal, they may seek project-specific certification prior to project authorization if their application is selected, or they may partner with a LAP certified agency or with FDOT to serve as the project sponsor and implementing agency. Non-profit organizations are not eligible for LAP certification.*

### FOR INFRASTRUCTURE PROJECTS ONLY - APPLICANT'S LOCAL AGENCY PROGRAM (LAP) CERTIFICATION STATUS

- ☐ Currently fully LAP Certified / Year of Certification:
- ☐ Not LAP Certified but will seek project-specific certification
- ☐ Not LAP Certified but project will be administered by the FDOT District
- ☐ Not LAP Certified but have secured a LAP Sponsor/Implementing Agency as identified below:

LAP Sponsor/Implementing Agency Name:			
LAP Sponsor/Implementing Agency Contact Name:		Title:	
Mailing Address:		City:	State: FL Zip Code:
Telephone:		Email Address:	

## PROJECT INFORMATION

### PROJECT NAME/TITLE:

### ELIGIBLE TRANSPORTATION ALTERNATIVES PROJECT CATEGORY:

Please check the one Transportation Alternatives eligible project category that the proposed project will address. Checking more than one category does not ensure or increase eligibility. Additional guidance on eligible project activities is included in Appendix B of the [FDOT TA Program Guidance](#).

1. ☐ Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of nonmotorized transportation (pedestrian and bicycle facilities)
2. ☐ Construction, planning and design of infrastructure-related projects/systems to provide safe routes for non-drivers including children, older adults, individuals with disabilities (safe routes for non-drivers)
3. ☐ Conversion and use of abandoned railroad corridors for non-motorized use
4. ☐ Construction of turnouts, overlooks, and viewing areas
5. ☐ Inventory, control or removal of outdoor advertising
6. ☐ Historic preservation and rehabilitation of historic transportation facilities
7. ☐ Vegetation management practices in transportation rights of way
8. ☐ Archaeological activities related to impacts from transportation projects
9. ☐ Environmental mitigation activities
10. ☐ Safe Routes to School

**\*NOTE:** Safe Routes to School (SRTS) funding under Transportation Alternatives is separate from the FDOT SRTS Program; however, if FDOT SRTS Program funds are to be used on any phase of the project then the project will need to comply with the Florida SRTS program requirements. For more information, visit <https://www.fdot.gov/safety/2A-Programs/Safe-Routes.shtm>.

### PROJECT LOCATION:

<b>Roadway name:*</b>		
<input type="checkbox"/> <b>On-State System Road</b> (State Roadway)	<input type="checkbox"/> <b>Off-State System Road</b> (Local Roadway)	<b>Roadway number:</b> (i.e. US, SR, CR, etc., if applicable)

**\*NOTE:** For off-road/trail projects please indicate adjacent roadway

### PROJECT LIMITS:

If project has various locations (e.g. city-wide), include attachments specifying each termini and project length.

<b>South or West Termini:</b> Street Name/Mile Post/Other	<b>North or East Termini:</b> Street Name/Mile Post/Other
<b>Project Length (in miles):</b>	
<b>Attachment included?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>A location map with aerial view is attached to this application.</b> <input type="checkbox"/> Yes (Required) Label important features, roadways, etc. to clearly locate and show the boundaries of the project.	



**PROJECT DESCRIPTION:**

**Brief Description (1,000 character limit)** *(e.g. planning, design and construction of a sidewalk along Sample Road)*

*Detailed Scope of Work:*

A detailed scope of work is attached.

☐ Yes *(Required)*

*Clearly describe the existing conditions and the proposed project in detail, including specifics on the major items of work (e.g. width of sidewalks or trails, materials to be used, etc.), the purpose and need for this project, and the desired improvements.*

Conceptual or design plans are attached.

☐ Yes ☐ No

Typical Section drawings are attached.

☐ Yes ☐ No

Other attachment (e.g. studies, documentation to support the project).

☐ Yes ☐ No

If yes, please describe (250 character limit):

**PUBLIC INVOLVEMENT(500 character limit for each question below):**

**Has the applicant received input from stakeholders?** Briefly explain:

☐ Yes ☐ No

**Have public information or community meetings been held?**

☐ Yes ☐ No

If yes, please provide a brief description and attach supporting documentation:

**Describe public and private support for the project** *(e.g. petitions, endorsements, resolutions, letters of support):*

Is the project within limits of wetlands, contamination/hazardous waste areas or endangered/threatened species?

☐ Yes ☐ No

If Yes, specify and provide documentation:

Is environmental permitting required?

☐ Yes ☐ No

If Yes, specify and provide documentation:

Provide any additional project specific information that should be considered:

## PROJECT IMPLEMENTATION

Please indicate the project phases included in this funding request:

- ☐ Planning activities
- ☐ Project Development and Environment Study (PD&E)
- ☐ Preliminary Engineering/Final Design
- ☐ Right-of-Way (ROW)
- ☐ Construction
- ☐ Construction Engineering and Inspection activities (CEI)

Please indicate who will execute the project phases identified for this project:\*

Planning	PD&E	Preliminary Engineering/ Final Design	ROW	Construction	CEI
<input type="checkbox"/> Implementing agency staff	N/A	<input type="checkbox"/> Implementing agency staff	N/A	<input type="checkbox"/> Implementing agency staff	<input type="checkbox"/> Implementing agency staff
<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant	<input type="checkbox"/> Consultant
<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT	<input type="checkbox"/> FDOT
<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable	<input type="checkbox"/> Not applicable

**\*NOTE:** Local agencies are not eligible to be certified in PD&E and/or ROW (Refer to FDOT LAP Manual Chapters 11 and 12).

**Is this project related to other FDOT funded phases that are complete, underway, or in FDOT's 5-year Work Program?**

☐ Yes ☐ No

**If Yes, please describe. If previous phases of this project were constructed as LAP projects, please provide the associated FDOT Project Number (i.e. FPID/FMN numbers) (500 character limit):**

**Is there a proposed maintenance plan for when the project is complete?** ☐ Yes ☐ No

If yes, please provide a brief description and attach supporting documentation as appropriate (500 character limit):

## PROJECT RIGHT-OF-WAY / EASEMENT REQUIREMENTS

**Is right-of-way acquisition proposed?** ☐ Yes ☐ No

If yes, describe existing right-of-way (ROW) ownerships along the project, including when the ROW was obtained and how ownership is documented (i.e., plats, deeds, prescriptions, easements) (500 character limit). Attach ROW documentation as appropriate.

Also describe proposed acquisition including timeline, expected fund source, limitations on fund use or availability, and who will acquire and retain ownership of proposed right-of-way (500 character limit):

**Will temporary construction easements be required?** ☐ Yes ☐ No

If Yes, please describe (500 character limit):

## PROJECT COST ESTIMATE AND FUNDING REQUEST

### ESTIMATED PROJECT COST:

A detailed project cost estimate is attached.

☐ Yes (Required)

Provide a summary of the estimated cost for the work being proposed, indicating local fund allocation as appropriate.

Project Phase	TA funds	Local funds	Total Cost
Planning Activities	\$	\$	\$
Project Development & Environmental Study (PD&E)	\$	\$	\$
Design Costs/Plan Preparation	\$	\$	\$
Environmental Assessment (s) associated with the design phase	\$	\$	\$
Permits associated with the design phase (including application fees, mitigation and permit acquisition work)	\$	\$	\$
Right-of-Way	\$	\$	\$
Construction	\$	\$	\$
Construction Engineering and Inspection Activities (CEI)	\$	\$	\$
Other costs* (please describe)	\$	\$	\$
<b>TOTAL ESTIMATED PROJECT COST</b>	\$	\$	\$
<b>PERCENT OF TOTAL PROJECT COST</b>			<b>100%</b>

*\*FDOT does not allow programming for contingency costs. Any contingency costs should be accounted for using local funds.*





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☐ Yes ☐ No

If Yes, specify and provide documentation:

Is environmental permitting required?

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Provide any additional project specific information that should be considered:

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**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
**FOR FISCAL YEAR 2027/2028**

**PROJECT IMPLEMENTATION**

**1. Design Plans**

- a. Are signed and sealed design plans available for this project? ☐ Yes ☒ No
- b. If yes, are design plans updated to current standards and existing conditions? ☐ Yes ☐ No
1. Specify the date of design plans developed? [Click here to enter text.](#)
2. Enter the Engineer of Record contact information: [Click here to enter text.](#)
- c. If no, identify status of design plans:
- ☒ No plans
- ☐ 30%
- ☐ 60%
- ☐ 90%
- ☐ Other Describe: [Click here to enter text.](#)

**2. Identify Permits & Certification Requirements**

Respond to applicable permits/ certifications within the project limits

- a) Right of Way Certification needs and status including easements ☐ Yes ☒ No  
[Click here to enter text.](#)
- b) Utility Certification ☐ Yes ☒ No  
[Click here to enter text.](#)
- c) Railroad Recertification ☐ Yes ☒ No  
[Click here to enter text.](#)
- d) South Florida Water Management District Permits ☐ Yes ☒ No  
[Click here to enter text.](#)
- e) U S Army Corps of Engineers (USACE) Permits ☐ Yes ☒ No  
[Click here to enter text.](#)
- f) Other Describe ☒ Yes ☐ No  
NPDES Generic Permit for Stormwater Discharge from Large and Small Construction Activities

**3. Acquired Permits/ Certifications are attached**

☐ Yes ☒ No

List:

[Click here to enter text.](#)

**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
**FOR FISCAL YEAR 2027/2028**

**PROJECT SCHEDULE**

**Include the following** *as applicable*

1. Consultant(s) acquisition & award (Design & CEI)
2. Contractor acquisition & award
3. Project schedule
4. Production dates
5. Plans preparation
6. FDOT Review submittal (30 days review)
7. Environmental Assessments
8. Permits Acquisition

**Enter project schedule here**

PROJECT PHASE	TASK	TIME (Months)
DESIGN	Consultant Selection	4
	30% Design	3
	Review	1
	60% Design	2
	Review	1
	90% Design	1
	Review	1
	100% Design	1
	Review	1
	Final	1
	Total Design	16
BID AND AWARD		9
CONSTRUCTION		10

**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
**FOR FISCAL YEAR 2027/2028**

**ENVIRONMENTAL EVALUATION**

Coordination with the Federal Highway Administration and the State Historic Preservation Officer will be required by Section 106 of the National Historic Preservation Act (NEPA)

**1. Has the Local Agency performed an environmental assessment for the project?** ☐ Yes ☒ No  
List the environmental assessments performed: Project only entails milling and resurfacing and signing and pavement markings.

**2. Does the Local Agency have a historic preservation planner?** ☒ Yes ☐ No  
If yes, provide contact information: Jeff, B. Ransom, County Archeologist. Regulatory and Economic Resources Department Office of Historic Preservation. 111 NW 1 Street, 12th Floor, Mailbox 114, Miami, FL 33128. Direct Line (305)375-34-12. Main Office: (305) 375-4958

**3. Is the project adjacent to a locally designated historic property or a National Register of Historic places-listed historic site?** ☐ Yes ☒ No  
If yes, have any historic properties/places received Florida Department of State Historic Preservation Grant funds? ☐ Yes ☐ No  
If yes, attach preservation agreements, covenants, or easements to this application.

**4. Are archeological sites or Native American sensitive sites located within proximity to or adjacent to the project?** ☐ Yes ☒ No  
If yes, provide a brief description: [Click here to enter text.](#)

**5. Has the Local Agency coordinated with any Federal or State Agencies for this project?** ☐ Yes ☒ No  
If yes, provide a brief description and submit supporting documentation: [Click here to enter text.](#)

**6. Are parks, recreation areas or wildlife or waterfowl refuges adjacent or near the project?** ☐ Yes ☒ No  
If yes, provide a brief description: This project includes work within an existing road.

**7. Are there any navigable waterways adjacent or near the project?** ☐ Yes ☒ No  
If yes, provide a brief description: [Click here to enter text.](#)

**8. Does the project have any wetland impacts?** ☐ Yes ☒ No  
If yes, will wetlands mitigation be needed? ☐ Yes ☐ No  
If yes, provide a brief description: [Click here to enter text.](#)

**9. Has the Local Agency reviewed the project for potential protected species/ critical habitat impacts?** ☒ Yes ☐ No  
If yes, provide a brief description: Project is located within the Florida Bonneted Bat Consultation Area but no tree nor bridge impacts are proposed; therefore, no impact is expected. Should there be a need for additional information, DTPW will maintain close coordination at all times

**10. Has the Local Agency reviewed the project for potential contamination that could affect the area?** ☒ Yes ☐ No

**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
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If yes, provide a brief description: This is a milling and resurfacing and signing and pavement marking project that will follow the necessary SWPPP construction activities

**11. Are there noise sensitive areas?**

☒ Yes ☐ No

If yes, provide a brief description: This is a milling and resurfacing and signing and pavement marking project that will schedule activities during daylight.

**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
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**PROJECT FUNDING**

TRANSPORTATION ALTERNATIVES FUNDS	\$ 983,955
LOCAL FUNDS ALLOCATED	\$ <i>Click here to enter text.</i>
<b>TOTAL PROJECT COST</b>	\$ 983,955

PERCENTAGE OF TA FUNDS	100%
PERCENTAGE OF LOCAL CONTRIBUTION	0 %

Note: The percentage of local contribution indicated above will be greater than or equal to the local contribution to the final contract award.

Example A: A 20% local contribution is indicated for a construction project. The local agency was awarded \$1,000,000. The bid amount is \$1,000,000. The awarded amount would be reduced to \$800,000. The local agency would contribute \$200,000.

Example B: A 20% local contribution is indicated for a construction project. The local agency was awarded \$1,000,000. The bid amount is \$1,400,000. The awarded amount would remain \$1,000,000. The local agency would contribute \$400,000.

**1. Describe in detail funding types and commitment funds that will fund the project:**

Miami-Dade County continues to work on identifying possible funding sources for these improvements.

**2. Provide the funding year for each phase(s) of the project:**

Project will be scheduled as funds become available.

**3. Submit a letter from the Local Agency's Budget Office committing Local Funds to the project.**

A copy of the letter is included with this application.

☐ Yes ☒ No

***FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI***  
**2022 TRANSPORTATION ALTERNATIVES APPLICATION CYCLE**  
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**LOCAL AGENCY BUDGET OFFICE COMMITMENT LETTER**

**Submit a letter from the Local Agency's Budget Office committing Local Funds to the project.**

**Agency must include this form as a cover for the letter.**

No local funds are available at the moment. Miami-Dade County continues to work on identifying possible funding sources for these improvements.



**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
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**PROJECT SPONSORSHIP CERTIFICATION**

I hereby certify that the proposed project herein described is supported by Miami-Dade County (Local Agency, county, state or federal agency, or tribal council) and that said entity will: (1) provide any required funding match; (2) enter into a maintenance agreement with the Florida Department of Transportation (FDOT); (3) comply with the Federal Uniform Relocation Assistance and Acquisition Policies Act for any Right of Way actions required for the project, (4) Comply with Local Agency Program Manual during all phases of the project, (5) comply with the NEPA process prior to construction, which may involve coordination with the State Historic and Preservation Office (SHPO) prior to construction, and (6) support other actions necessary to fully implement the proposed project.

I further certify that the estimated costs are reasonable and understand that Miami-Dade County (Local Agency, county, state or federal agency, or tribal council) will bear all expenses in excess of the total cost of the project. Upon notification of project award, I further certify that the aforementioned entity will work with the FDOT to ensure the associated contracts are executed in the fiscal year programmed. Project deferrals are highly discouraged and are subject to fund availability.

**Name (please type or print):** Darlene M. Fernandez

**Title:** Assistant Director

**Signature:** \_\_\_\_\_

**Date:** 02/11/2022

Signature of person with budget authority  
(i.e., County Administrator, or Public Works Director)

**FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT VI**  
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If you have any questions about this application or need assistance, please contact:

**Oscar Camejo**

Miami-Dade Transportation Planning Organization

Phone: (305) 375-1837

Email: [Oscar.Camejo@miamidade.gov](mailto:Oscar.Camejo@miamidade.gov)

**Janene Sclafani**

Monroe County

Phone: (305) 289-2545

Email: [Sclafani-Janene@MonroeCounty-FL.Gov](mailto:Sclafani-Janene@MonroeCounty-FL.Gov)

**Xiomara Nunez**

Florida Department of Transportation District Six

Phone: (305) 470-5404

[xiomara.nunez@dot.state.fl.us](mailto:xiomara.nunez@dot.state.fl.us)

**RESOURCES**

FDOT Local Agency Program Manual

<https://www.fdot.gov/programmanagement/LAP/LAP-TOC.shtm>

FDOT PD&E Manual

<https://www.fdot.gov/environment/pubs/pdeman/pdeman1.shtm>

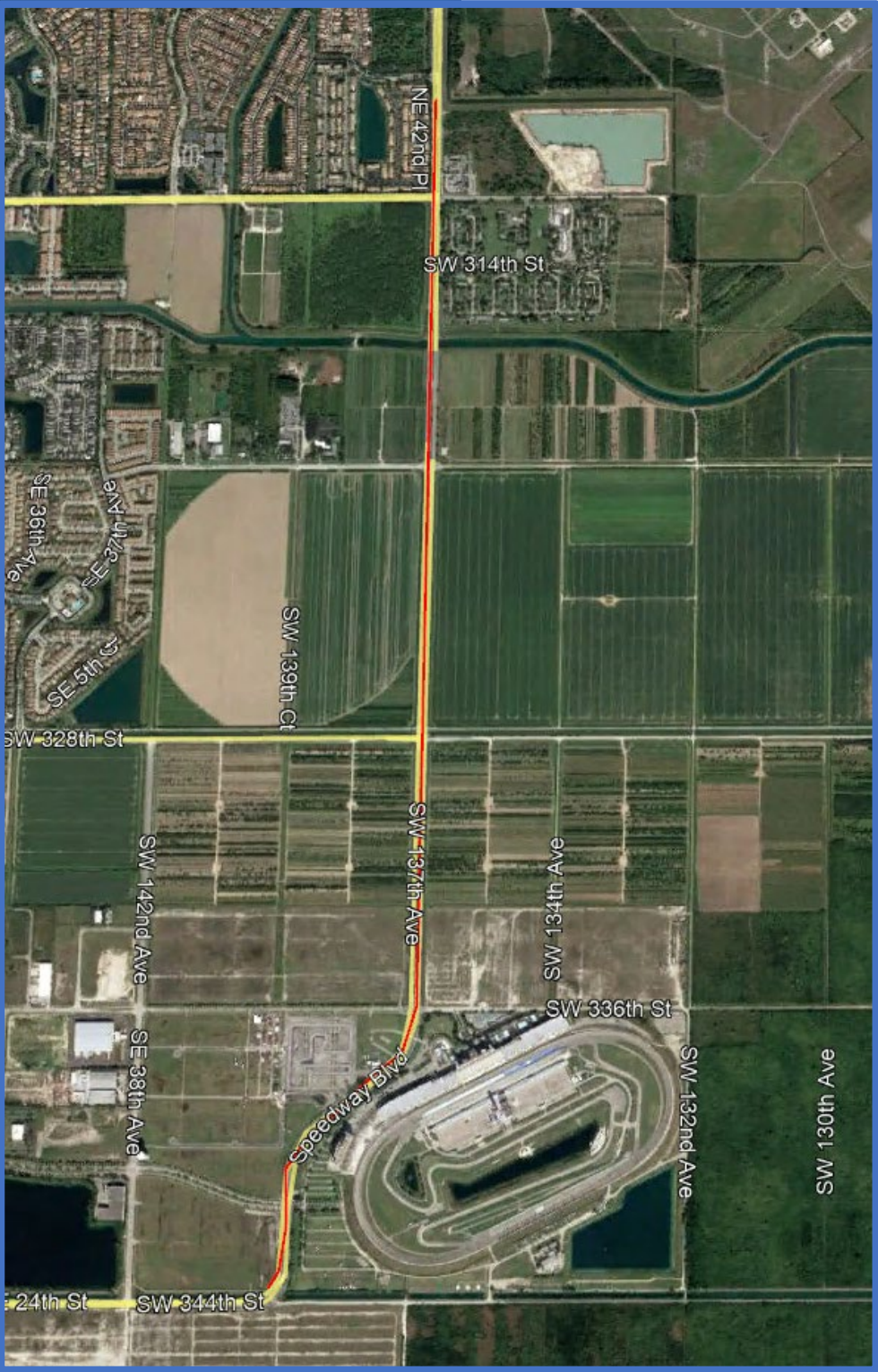
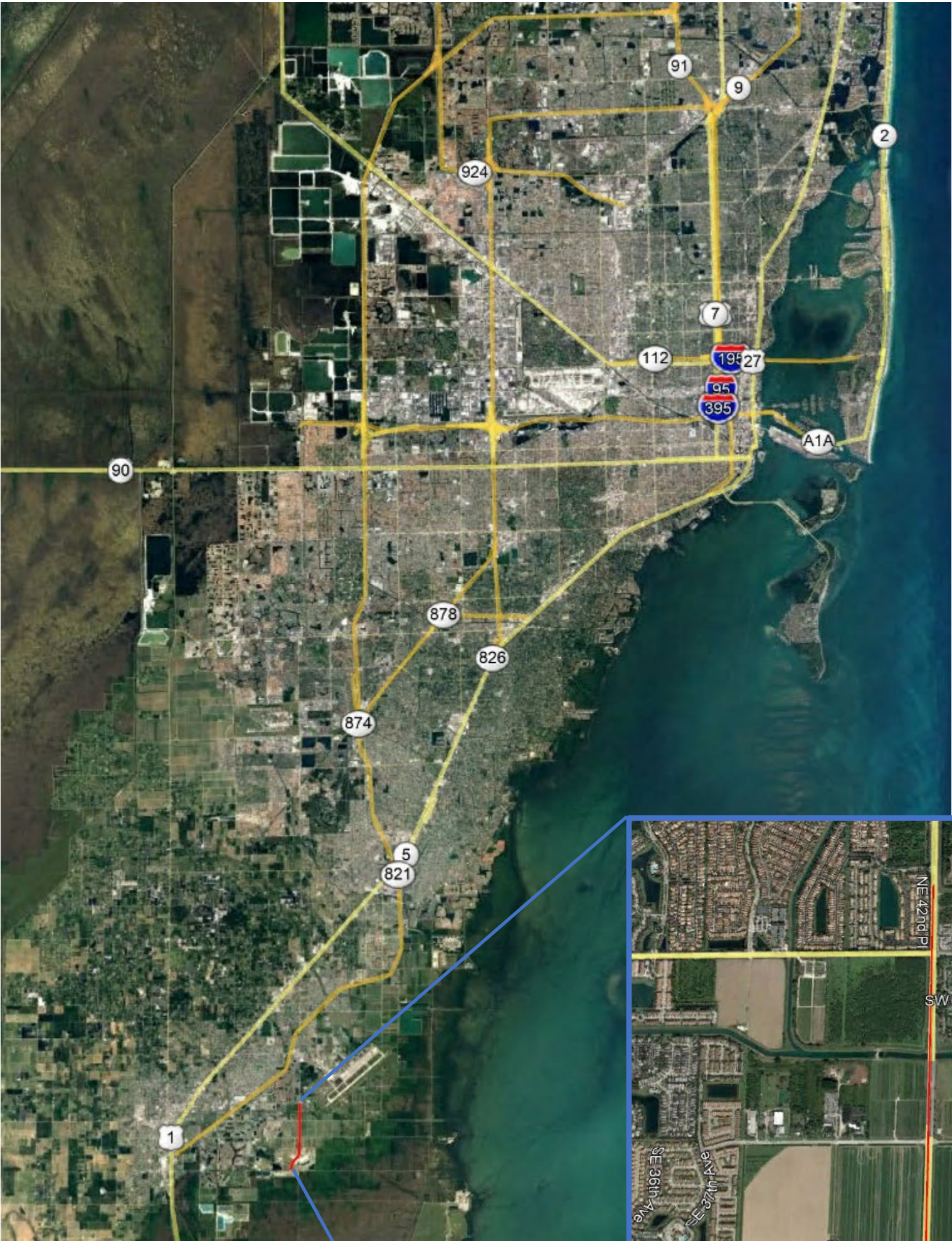
Basis of Estimates Manual

<http://www.fdot.gov/programmanagement/Estimates/BasisofEstimates/BOEManual/BOEOnline.shtm>



EXHIBIT A

SW 137 AVENUE FROM SW 344 STREET TO WATERSTONE BLVD





## EXHIBIT B – SCOPE OF WORK

The main purpose of this project is to highlight conflict points along the existing bicycle lanes of SW 137 Ave while at the same time improving the riding surface for cyclists as well as vehicles. SW 137 Ave is a multilane road with a posted speed limit of 40 MPH. This road is mainly located within the limits of the City of Homestead. The bicycle lanes present along this road are part of the Tallahassee Connector Trail identified in the South Dade Greenway Trail Network Master Plan. This trail provides 6 miles of connection between the South Dade Trail to the Mowry Trail to the Biscayne Trail. The Miami-Dade County Department of Transportation and Public Works has fully funded and is currently constructing a roadway project that adds on-road bicycle lanes to SW 137 Ave from HEFT to US-1 (north section of the trail). The Miami-Dade County Parks, Recreation and Open Spaces Department (PROS) is finalizing design of the Biscayne Everglades Greenway that runs along the C-103 canal right of way from Mowry Drive and connects to SW 137 Avenue on the east end. All these improvements help strengthen the non-motorized connectivity and infrastructure within the southeast area of the county.

This project proposes to install green color at conflict points along existing bicycle lanes and to mill and resurface the road to improve the riding surface for bicycles as well as vehicles. This project does not propose any physical modifications to the width of the roadway nor the right of way.

# EXHIBIT C



*City Council*

Steven D. Losner  
Mayor

Patricia D. Fairclough-Staggers, Ed.S  
Vice Mayor

Erica G. Ávila  
Councilwoman

Jenifer N. Bailey  
Councilwoman

Sean L. Fletcher  
Councilman

Larry Roth  
Councilman

Stephen R. Shelley  
Councilman

Cate McCaffrey  
City Manager

*City Hall*

100 Civic Court  
Homestead, FL 33030  
305-224-4400  
[www.cityofhomestead.com](http://www.cityofhomestead.com)

February 1, 2021

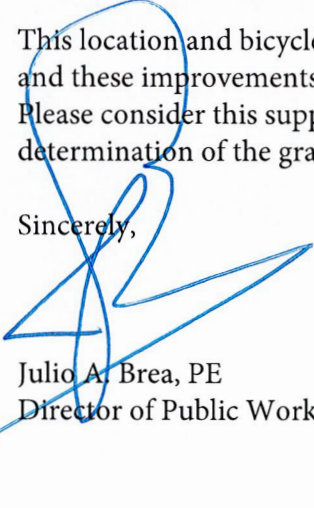
RE: Letter of Support

To Whom It May Concern:

The City of Homestead fully supports and endorses the application for a Transportation Alternatives grant by the Miami-Dade County Department of Transportation and Public Works for the milling and resurfacing of distress pavement and installation of green paint on conflict points along existing bike lanes on SW 137 Avenue from SW 312 Street to SW 344 Street.

This location and bicycle infrastructure is an important corridor and facility and these improvements will help ensure the safety of cyclists using it. Please consider this support from the City of Homestead in your determination of the grant award.

Sincerely,

  
Julio A. Brea, PE  
Director of Public Works and Engineering Dept.

# EXHIBIT D



## Executive Board

John Sabatier  
President

Sue Kawalerski  
Vice President

Sandy Londono  
Secretary

Carole Sheets  
Treasurer

## Board Members

Jerry Boyarsky

Barry Burak

Liz Carnot

Pepe Gonzales

Tony Prohias

Rick Slatko

## Mailing Address

P.O.Box 430282  
Miami FL 33243

## Contact

info@  
evergladesbc.com

## Website:

www.  
evergladesbc.com

January 26, 2021

To Whom It May Concern,

The Everglades Bicycle Club fully supports and endorses the application for a Transportation Alternatives grant by the Miami-Dade County Department of Transportation and Public Works for the milling and resurfacing of distress pavement and installation of green paint on conflict points along existing bike lanes on SW 137 Avenue from Waterstone Blvd to SW 344 St.

This location and bicycle infrastructure is an important corridor and facility and these improvements will help ensure the safety of cyclists using it.

Please consider this support from the Everglades Bicycle Club in your determination of the grant award.

The Everglades Bicycle Club is South Florida's oldest and largest bicycle club established in 1976. The Club's primary mission is to promote safe cycling throughout the area by organizing weekly training rides for all levels of cyclists led by certified group ride leaders trained to teach safe cycling practices. EBC is a registered Florida not-for-profit organization.

Truly Yours,

*Sue Kawalerski*

Sue Kawalerski  
Vice-President

cc: John Sabatier, Sandy Londono, Carole Sheets

## EXHIBIT E - COST ESTIMATE

LOCATION: SW 137 AVE  
M & R from Waterstone Blvd (approx. SW 309 St) to SW 328 St  
Install green paint from Waterstone Blvd to SW 344 St

PAY ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
110-1-1	CLEARING AND GRUBBING 10%	LS	1		\$ 65,379.00
1WS6	ASPHALT SURFACE PAVEMENT REPAIR	SF	50	\$10.00	\$ 500.00
<b>BITUMINOUS COURSES</b>					
327-70-01	MILLING EXISTING PAVEMENT (1")	S.Y.	41,448	\$2.67	\$ 110,666.16
334-1-13	Hot Mix Asphalt, Traffic C, SP-9.5	TON		\$110.00	\$ -
334-1-13	Hot Mix Asphalt Friction Course, Traffic C, FC-9.5, PG 76-22	TON	2,280	\$133.00	\$ 303,192.12
<b>SIGNING, PAVEMENT MARKING, LIGHTING</b>					
523-1-3	PATTERNED PAVEMENT	S.Y.	909	\$120.00	\$ 109,080.00
660-2-106	LOOP ASSEMBLY	AS.	5	\$950.00	\$ 4,750.00
700-1-11	ROADSIDE SIGNS {(SINGLE POST ) (LESS THAN 12 S.F.)}	AS.	13	\$300.00	\$ 3,801.60
700-1-50	RELOCATE EXISTING POST AND SIGN	EA.	1	\$150.00	\$ 150.00
700-1-60	REMOVE EXISTING SIGNS & POSTS	AS.	1	\$38.00	\$ 38.00
706-3	REFLECTIVE PAVEMENT MARKERS (class B, mono or bi-directional, all colors)	EA.	536	\$4.46	\$ 2,390.56
710-11-160	PAVEMENT MESSAGES, PAINT	EA.		\$40.00	\$ -
710-11-170	DIRECTIONAL ARROWS, PAINT	EA.	16	\$20.00	\$ 320.00
711-11-131	THERMOPLASTIC (White) (10'-30' Skip) (6")	L.F.	17840	\$0.83	\$ 14,807.20
711-11-170	DIRECTIONAL ARROWS (Thermoplastic)	EA.	16	\$50.00	\$ 800.00
711-11-101	THERMOPLASTIC (White) (Solid) (6")	L.F.	17,840	\$0.78	\$ 13,915.20
711-11-102	THERMOPLASTIC (White) (Solid) (8")	L.F.		\$1.00	\$ -
711-11-123	THERMOPLASTIC (White) (Solid) (12")	L.F.	1,276	\$1.77	\$ 2,258.52
711-11-125	THERMOPLASTIC (White) (Solid) (24")	L.F.	292	\$3.55	\$ 1,036.60
711-11-131	THERMOPLASTIC (Yellow) (Skip) (6")	L.F.	650	\$0.83	\$ 539.50
711-11-160	PAVEMENT MESSAGE, THERMOPLASTIC	EA.	15	\$150.00	\$ 2,250.00
711-11-201	THERMOPLASTIC (Yellow) (Solid) (6")	L.F.	17,840	\$0.85	\$ 15,164.00
711-11-202	THERMOPLASTIC (Yellow) (Solid) (8")	L.F.	898	\$1.00	\$ 897.60
711-11-224	THERMOPLASTIC (Yellow) (Solid) (18")	L.F.	792	\$2.34	\$ 1,853.28
<b>BASE ESTIMATE</b>					
<b>SUBTOTAL</b>					<b>\$653,790</b>
<b>DEDICATED ALLOWANCES</b>					
	Design 15%				\$98,069
	CEI 25%				\$163,448
	PERMITS 0.5%				\$3,269
102-1	MOT 10%	LS	1.00		\$65,379
<b>GRAND TOTAL :</b>					<b>\$983,955</b>

## Miami-Dade County Department of Transportation and Public Works Report of Previous TAP Funding Awards

1. Project: Commodore Trail/ S Miami Ave  
FM# 446056-1-38-01  
Status: Project Funding
2. Project: Highlighting Bike Lanes on Multilane Roads  
FM# 446071-1-38-01  
Status: Project Funding
3. Project: SMART trail along NW 12 Street  
FM# 446052-1-38-01  
Status: Project Funding





## LAP CERTIFICATION TOOL

Certification and recertification is a commitment by the local agency to perform all associated activities of the Federal-Aid Highway Program including but not limited to Title VI compliance, ADA compliance, grant management and fiscal accountability, procurement of professional service and construction administration in adherence to all federal and state requirements. The LAP Certification Tool is a risk-based assessment of your Local Agency and measures performance based risk of your participation in **LAP**. Detailed information on each section is located in the Department's **LAP Manual** (FDOT Procedure 525-010-300).

Answer each question to the best of your ability. Your District LAP Team is there to provide assistance and support as required while you complete the re/certification process.

### A. RISK ASSESSMENT

Source: LAP Manual Chapters 2 and 3

- 1) Based on the risk assessment Miami-Dade County is eligible for: Full Certification
- 2) Title VI Sub-recipient Assurance date (provided by Central Office): June 23, 2020 (GREEN)
- 3) Risk Assessment date (provided by Central Office): August 18, 2020
- 4) Number of projects programmed in the current 5 Year Adopted Work Program: 59

### B. PROJECT SELECTION

Source: FDOT Work Program Instructions

- 1) Which project phases does your agency plan to implement through the LAP program?

**Check all that apply:**

☐ Planning

☐ Construction Administration

☐ Design

☒ All of the Above

☐ Construction

☐ Other: Click or tap here to enter text.

*\*Environmental and Right of Way phases are not eligible for delegation to local agencies without additional Department approvals. Contact your District Local Program Administrator for information.*

- 2) Does your agency prioritize projects through a Metropolitan or Transportation Planning Organization (MPO/TPO) process?

Yes

- i. If yes, which MPO/TPO? Miami-Dade County

- 3) The Florida Department of Transportation (Department) is a member of REDI. Counties and communities that meet certain statutory criteria are eligible for waivers or reductions of the local match requirements for such projects. Refer to **Section 288.06561, Florida Statutes** (F.S.). Is your city or County eligible for a REDI waiver from the Department?

No

## C. RESPONSIBLE CHARGE

Source: LAP Manual Chapter 2

This person (or people) must be a full-time employee of the agency. This person (or people) will be the designated point of contact in LAPIT. This person (or people) must attend training, coordination and project meetings with the Department and FHWA.

- 1) The responsible charge for your agency is: Eulois Cleckley, Director and CEO, DTPW, (786) 469-5406, Email: Eulois.Cleckley@miamidade.gov (Please contact: Rolando Jimenez, P.E., MDC LAP Coordinator/Primary Point of Contact (PPOC), DTPW, (305) 375-5681, Email: Rolando.Jimenez@miamidade.gov)

## D. LAPIT

Source: LAP Manual Chapter 2

- 1) Please provide your Agency's LAPIT Administrator name and contact information. This person is responsible for maintaining your agency's information in LAPIT and granting access to other agency users. LAPIT user roles and access are described in the **LAP Manual Section 2.8**.

[DTPW] Eulois Cleckley, Director and CEO, (786) 469-5406 Email: Eulois.Cleckley@miamidade.gov; Rolando Jimenez, P.E., Project Manager, (305) 375-5681 Email: Rolando.Jimenez@miamidade.gov; Javier Heredia, P.E., Section Head, (305) 375-1901 Email: Javier.Heredia@miamidade.gov; Delvys Alvarez, Administrative Officer 3, (305) 375-4437 Email: Delvys.Alvarez@miamidade.gov; Dionne Gutierrez, Drafter Specialist, (305) 375-4276 Email: Dionne.Gutierrez@miamidade.gov; Alfredo Munoz, P.E. Chief, Capital Improvements, (305) 375-4891 Email: Alfredo.Munoz@miamidade.gov; Mateen Abdul Mohammad, Engineer 1, (305) 375-1684 Email: MateenAbdul.Mohammad@miamidade.gov; Mary Wardell, Loss Prevention Coordinator, (786) 469-5334 Email: Mary.Wardell@miamidade.gov; [PROS] Dorothy Mills-Mayers, Grant Supervisor, (305) 755-7856 Email: Dorothy.Mills-Mayers@miamidade.gov; Lauren Breckenridge, Grant Specialist, (305) 755-7973 Email: Lauren.Breckenridge@miamidade.gov; Joanne Case, Manager, PROS Contracts Administrator (305) 755-7846 Email: Joanne.Case@miamidade.gov; Mark Heinicke, Park Planner 3, (305) 755-7811; [SEAPORT] Kelli Gay, Special Project Administrator 2, (305) 347-4957 Email: Kelli.Gay@miamidade.gov; [WASD] Angela Morris-Butler, (786) 552-8418 Email: Angela.Morris-Butler@miamidade.gov;

## E. MANDATORY TRAINING

Source: LAP Manual Chapter 2

The list of mandatory LAP training courses is provided in the [LAP Manual Chapter 2](#). The agency may use multiple staff members to satisfy training requirements.

- 1) Is your agency committed to sending one or more staff members to each course listed in the **LAP Manual** and sending additional staff at the request of the Department to maintain certification in the LAP program?

Yes

## F. AGENCY STAFFING

Source: LAP Manual Chapters 2 and 18

Your agency must have adequate staff to provide oversight for all phases of Federal-Aid Highway Projects as listed below, or may supplement staff with consultant support as needed to demonstrate adequate oversight staff.

- 1) Does your agency have adequate staff to manage multiple projects at one time?

Yes

- 2) Describe delegation of duties or organizational structure for contract administration.



Eulois Cleckley – DTPW Director and CEO, Responsible Charge, LAPIT Administrator; Frank Guyamier - DTPW Deputy Director of Planning and Engineering, County Engineer; Maria Perdomo - DTPW Work Program Manager, Department Representative; Rolando Jimenez - MDC LAP Coordinator/PPOC, Department Representative, LAPIT Administrator, Transportation Planning; Michael J. Cornely – Planning, Design and Construction Division PROS, Department Representative; Kelly Gay – Grants Seaport, Department Representative, LAPIT Administrator; Angela Morris-Butler – WASD Division Chief, Capital Equipment Change Forms and Disposal, Department Representative, LAPIT Administrator, Invoicing; Javier Heredia – DTPW Section Head, Highway Planning, LAPIT Administrator, Transportation Planning; Delvys Alvarez - DTPW Administrative Officer 3, LAPIT Administrator; Alfredo Munoz - DTPW Division Chief, Capital Improvement, LAPIT Administrator, Procurement Staff, Contracts Compliance Administrator; Mateen Abdul Mohammad, Engineer 1 – DTPW LAPIT Administrator, Procurement Staff; Mary Wardell – DTPW Loss Prevention Coordinator, LAPIT Administrator; Dorothy Mills-Mayers – PROS LAPIT Administrator, Project Development Staff, Procurement Staff; Lauren Breckenridge – PROS Grants Specialist, LAPIT Administrator, Procurement Staff, Invoicing Joanne Case – PROS Manager, Contracts Administration, LAPIT Administrator, Procurement Staff, Contract Compliance Administrator; Mark Heineke – PROS Park Planner 3, LAPIT Administrator, Project Manager(s), Railroad Certification, Cultural Resources; Argentina Wong – DTPW Accountant 3, Invoicing; Leandro Ona – DTPW Chief, Highway Division, Project Development Staff, Man Hour Estimates/Engineers Estimates, Design; Darlene Fernandez – DTPW Assistant Director Traffic Services, Project Development Staff, Design; Yanek Fernandez – DTPW Engineer 2, Project Development Staff; Elia Nunez – DTPW Assistant Director, Engineering Planning and Development, Project Development Staff; Edward Carson – DTPW Manager Grant Resources, Project Development Staff; Irene Hegedus – DTPW Chief, Transportation Enhancements, Project Development Staff, Project Manager(s); Elizabeth Ogden – Seaport Assistant Director, Capital Development, Project Development Staff, Procurement Staff, Man Hour Estimates/Engineers Estimates, Railroad Certification, Utilities Certification, Right-of-Way; Li Gurau – WASD Senior Program Manager, Project Development Staff, Procurement Staff, Man Hour Estimates/Engineers Estimates, Railroad Certification; Pablo Valin – ISD A/E Consultant Selection Coordinator, Procurement Staff; Julie Whiteside – ISD Procurement Contracting Officer 3, Procurement Staff; Roxana Bayarre – DTPW Engineer 3, Procurement Staff; Laura Hernandez – DTPW Engineer 2, Procurement Staff; Katherine Fernandez – DTPW Engineer 2, Procurement Staff; David Wray – DTPW Professional Engineer, Procurement Staff, Man Hour Estimates/Engineers Estimates, Railroad Certification, Cultural Resources, Environmental Clearance/Permit/Exemptions, Right-of-Way; Jon Oru – DTPW Traffic Engineer, Procurement Staff, Man Hour Estimates/Engineer Estimates, Project Manager(s), Railroad Certification, Cultural Resources, Environmental Clearance/Permit/Exemptions, Right-of-Way; Fernando Mardones – DTPW Engineer 3, Procurement Staff; Ali Memari – DTPW Engineer 3, Procurement Staff; Alejandro Saulea – DTPW Engineer 2, Procurement Staff, Project Manager(s); Leticia Smith – DTPW Chief, Contract Services, Procurement Staff, Contract Compliance Administrator; Monique Perez-Medina – PROS Construction Contracts Specialist, Procurement Staff; Lin Li – PROS Construction Manager 3, Procurement Staff, Project Manager(s), Cultural Resources; Angel Trujillo – PROS Construction Manager 3, Procurement Staff, Cultural Resources; Hugo Velazquez – PROS



Senior Professional Engineer, Procurement Staff, ADA Coordinator; Gyselle Pino – Seaport Chief, Contracts, Procurement and Materials Management, Procurement Staff, Contracts Compliance Administrator; Lazaro Alvarez – Seaport Chief of Design, Procurement Staff, ADA Coordinator, Man Hour Estimates/Engineers Estimates; Becky Hope – Seaport Chief, Planning and Property Development, Procurement Staff, Transportation Planning, Cultural Resources, Environmental Clearance/Permit and Exemptions, Right-of-Way; Susan Pascul – WASD Chief, Procurement and Materials Management, Procurement Staff; Sergio Garcia – WASD Plan Maintenance Mechanic, Procurement Staff; Alvaro Castro – DTPW Special Project Administrator, Contract Compliance Administrator, Invoicing; Daisy Torres – DTPW Contract Compliance Officer, Contract Compliance Administrator; Rafael Solorzano – DTPW Contract Compliance Officer, Contract Compliance Administrator; Frank Ramirez – Seaport Manager, Construction Contracts; Edith Brown – WASD Chief, Contract Compliance, Contract Compliance Administrator; Invoicing; Mary Palacios – PROS Programs and Services, ADA Coordinator; Annette Perez-Ruiz – WASD Human Resource Manager, ADA Coordinator; Allison Aristide – DTPW Manager, Civil Rights and Labor Relations, Title VI Administrator; Octavio Marin – DTPW Senior Professional Engineer, Man Hour Estimates/Engineers Estimates, Railroad Certification, Utilities Certification; Isabel Padron – DTPW Chief of Design and Engineering, Man Hour Estimates/Engineers Estimates, Design; Alex Zizold – PROS Master Plan Manager, Man Hour Estimates/Engineer Estimates, Transportation Planning, Design; Harold Concepcion – WASD PMO Director, Man Hour Estimates/Engineer Estimates; Maria Perdomo – DTPW Manager, Department Representative; DTPW Work Program; Miguel Soria – DTPW Assistant Director Highway Engineering, Project Manager(s); Barbara Mesa – DTPW Engineer 2, Project Manager(s); Ryan Fisher – DTPW Bridge Engineering Manager, Project Manager(s); Rosangelina Castro-Hernandez – PROS Construction Manager 1, Project Manager(s); Duane Kopp – PROS Construction Manager 2, Project Manager(s); Jose Gonzalez – PROS Construction Manager 2, Project Manager(s); Willie Guillermo-Pena – PROS, Project Manager(s); Jie Bian – DTPW Planning and System Development, Transportation Planning, Cultural Resources; Josenrique Cueto – WASD Assistant Director, Planning and Regulatory Compliance, Transportation Planning; Bihua Chen – DTPW Accountant 4, Invoicing; Ronald Rojas – Seaport Administrative Officer II-Procurement, Invoicing; Claudia Diaz – DTPW Division Chief, Design, Railroad Certification, Cultural Resources, Environmental Clearance/Permit/Exemptions, Right-of-Way; Yamilet Senespleda – DTPW Manager, Traffic Engineering, Design; Alejandro Barrios – DTPW Assistant Director, Construction and Maintenance; Humberto Cabanas – PROS Director Capital Programs, Environmental Engineer, Utilities Certification, Construction Engineering and Inspection CEI, Environmental Clearance/Permit/Exemption; Javier Bustamante – DTPW Chief, Right-of-Way, Railroad Certification, Utilities Certification, Right-of-Way; Jeff Ransom – PROS Historic Preservation Specialist, Cultural Resources, Historical Resources; Alissa Turteltaub – PROS Planning Section Supervisor, Cultural Resources, Right-of-Way; Sherry Negahban – WASD Chief, Regulatory Compliant and Monitoring, Cultural Resources, Environmental Clearance/Permit/Exemptions; Ralph Collar – Seaport Maintenance Manager, Utilities Certification; Patrick Chong – WASD Engineer 3, Utilities Certification, Right-of-Way; Vincent Morello – WASD Assistant Water and Sewer Director, Utilities Certification, Construction Engineering Inspection and CEI; Bassam Moubayeb – DTPW Chief Construction, Construction Engineering Inspection and CEI; Rene Idarraga –

DTPW Senior Professional Engineer, Construction Engineering Inspection and CEI; Frank Aira – DTPW Division Chief, Construction Engineering Inspection and CEI; Oscar Rubio – DTPW, Construction Engineering Inspection and CEI; Jose Cordoves – Seaport Chief of Construction and Maintenance, Construction Engineering Inspection and CEI.

## G. AGENCY STAFF AUGMENTATION

Source: LAP Manual Chapters 2 and 18

**LAP Manual Section 2.4.1:** The Local Agency's certification package may identify consultant staff used to augment Local Agency forces on a regular basis; however, this does not relieve the Local Agency of its responsible charge obligations.

- 1) Per **Section 2.4.1** of the LAP Manual, identify consultant staff used to augment your agency forces on a regular basis. *For example, your agency does not have a professional engineer on staff and routinely uses a consultant P.E. for managing all design phase projects*

*Limited Support Required*

- 2) Will consultant support be limited to specific project phases or required for all project phases? *For example, your agency does not have a professional engineer on staff and routinely uses a consultant P.E. for managing all design phase projects.*

All Phases Supported

- 3) If the answer to question 2 is "limited" or "all" phases require routine consultant support, list the phases of work and/or services consultants will perform on behalf of your agency. *For example, project applications, cost estimates, scoping, administration, project management, etc.*

*Phases: Acquisition, Planning, Design, Construction, CEI, PD&E - NEPA, Right-of-Way, Certifying Utilities, Environmental Clearance, Materials Testing, Resident Compliance Specialist*

## H. PROJECT DEVELOPMENT

Source: LAP Manual and FDOT Work Program Instructions

- 1) Identify the staff and/or department within your agency responsible for project development including: preparing and submitting transportation project applications for agency eligible local programs. Provide point of contact information or multiple points of contact if each respective office participates in project development.

**[DTPW]** Leandro Oña, P.E., Highway Division, (305) 375-1909 Email: [Leandro.Ona@miamidade.gov](mailto:Leandro.Ona@miamidade.gov); Darlene Fernandez, P.E., Traffic Engineering Division, (305) 375-2030 Email: [Darlene.Fernandez@miamidade.gov](mailto:Darlene.Fernandez@miamidade.gov); Yanek Fernandez, Engineer 2, (305) 375-3016 Email: [Yanek.Fernandez@miamidade.gov](mailto:Yanek.Fernandez@miamidade.gov); Elia Nunez, P.E., Engineering, Planning and Development, (786) 469-5444 Email: [Elia.Nunez@miamidade.gov](mailto:Elia.Nunez@miamidade.gov); Irene Hegedus, (786) 469-5395 Email: [Irene.Hegedus@miamidade.gov](mailto:Irene.Hegedus@miamidade.gov); Edward Carson, Manager, Grant Resources, (786) 469-5545 Email: [Edward.Carson@miamidade.gov](mailto:Edward.Carson@miamidade.gov); **[PROS]** Dorothy Mills-Mayers, Grant Supervisor, (305) 755-7856 Email: [Dorothy.Mills-Mayers@miamidade.gov](mailto:Dorothy.Mills-Mayers@miamidade.gov); Mark Heinicke, Parks Planner 3, (305) 755-7811 Email: [Mark.Heinicke@miamidade.gov](mailto:Mark.Heinicke@miamidade.gov); **[SEAPORT]** Elizabeth Ogden, R.A. Assistant Director-Capital Development, (305) 347-5521 or (305) 801-0940 Email: [Elizabeth.Ogden@miamidade.gov](mailto:Elizabeth.Ogden@miamidade.gov); **[WASD]** Li Gurau, P.E., Ph.D., Chief of Engineering, (305) 329-4034 Email: [Li.Gurau@miamidade.gov](mailto:Li.Gurau@miamidade.gov);

\*Note all Federal-Aid projects must comply with the ADA. Required ADA upgrades within proposed project limits must be identified in the project application and included in the agency cost estimate(s) submitted to the Department. Insufficient scoping creates inaccurate project programming and jeopardizes local projects.

- 2) Has project development staff completed the ADA Design Accessibility Training Course or a similar training course?

Yes

- i. If yes, list staff name(s), name of course, and date of training here.

*All of the following staff will attend the ADA for Design and Construction General Training BT 05-0062 when FDOT offers the course again: [DTPW] – Octavio Marin, P.E., Senior Professional Engineer, (305) 375-4664 Email: Octavio.Marin@miamidade.gov; Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; Yanek Fernandez, Traffic Engineer 2, (305) 375-1847 Email: Yanek.Fernandez@miamidade.gov; William Salazar, Traffic Engineer 2, (305) 375-1913 Email: William.Salazar@miamidade.gov 1. ADA for Design & Construction General Training BT-05-0062 (04/25/18); Alvaro M. Castro, Special Projects Administrator, (305) 375-2796 Email: Alvaro.Castro@miamidade.gov; Daisy Torres, Contract Compliance Specialist, (305) 375-4152 Email: Daisy.Torres@miamidade.gov; Rafael Solorzano, Contract Compliance Specialist, (305) 375-4341 Email: Rafael.Solorzano@miamidade.gov; Antonio Edmead, Project Inspector 1, (305) 679-0039 Email: Edmead@miamidade.gov; Oscar Rubio, Construction Manager 3, (305) 679-0037 Email: Oscar.Rubio@miamidade.gov; Guillermo Marrero, Road Construction Cost Estimator, (305) 679-0044 Email: Guillermo.Marrero@miamidade.gov; Felix Hernandez, Road Construction Engineer, (305) 679-0038 Email: Felix.Hernandez@miamidade.gov; [PROS] – Hugo A. Velasquez, Senior Registered Architect,, (305) 755-7847 Email: Hugo.Velasquez@miamidade.gov; [SEAPORT] - Lazaro J. Alvarez, Chief of Design, (305) 347-4891 Email: Lazaro.Alvarez@miamidade.gov; [WASD] -Will send project development staff to ADA Accessibility Training within the next 12 months.*

- ii. If no, is your agency able to send project development staff to ADA Accessibility Training within the next 12 months?

Yes

## I. PROCUREMENT - GENERAL

Source: LAP Manual Chapters 9, 18, 21 and 23

Your agency's ability to maintain reimbursement eligibility is dependent on following the applicable federal and state procurement regulations.

- 1) Identify agency staff with federal procurement experience and the primary point(s) of contact for LAP project procurement. Include whether the staff identified support professional services, construction, or both types of procurement actions.

*[ISD] Professional Services - Pablo Valin, A/E Senior Selection Coordinator for Miami-Dade County (305) 375-2852 Email: Pablo.Valin@miamidade.gov; Julie Whiteside, A/E Consultant Selection Coordinator, (305) 375-1559, Email: Julie.Whiteside@miamidade.gov; [DTPW] Construction Services, Alfredo Munoz, P.E., Chief, Capital Improvements Division, (305) 375-4891 Email: Alfredo.Munoz@miamidade.gov; Roxana Bayarre, P.E., Engineer 3, Capital Improvements Division, (305) 375-3267 Email: Roxana.Bayarre@miamidade.gov; Laura Hernandez, Engineer 2, Capital Improvements Division, (305) 375-2669 Email: Laura.Hernandez@miamidade.gov; Katherine Fernandez, Engineer 2, (305) 375-2726, Email: Katherine.Fernandez@miamidade.gov; Jon Orue, Traffic Engineer II, (305) 375-3264 Email: Jon.Orue@miamidade.gov; Mateen Abdul Mohammad, Engineer I, (305) 375-1684 Email: MateenAbdul.Mohammad@miamidade.gov; Leticia Smith, Chief, Contracts Services, (786) 469-5921, Email: Leicia.Smith@miamidade.gov; [PROS] Dorothy Mills-Mayers, Grant Supervisor, (305) 755-7856 Email: Dorothy.Mills-Mayers@miamidade.gov; Joanne Case, Manager, PROS Contracts Administrator (305) 755-7846 Email: Joanne.Case@miamidade.gov; Monique Perez-Medina, Construction Contract Specialist, (305) 755-7949 Email: Monique.Perez@miamidade.gov; Lauren Breckenridge, Grant Specialist, (305) 755-7973 Email: Lauren.Breckenridge@miamidade.gov; [SEAPORT] - Gyselle Pino, Chief of Procurement/Contracts, (305) 347-4833 Email: Gyselle.Pino@miamidade.gov; [WASD] - Susan Pascul, Procurement Manager, (786) 552-8254 Email: Susan.Pascul@miamidade.gov*

- 2) Is your agency able to send a minimum of one procurement staff member to the training courses



identified in **LAP Manual Chapter 2** to maintain familiarity with federal and state requirements throughout the Certification period? Construction and professional services training are provided in two unique courses and both are mandatory.

Yes

- 3) What is the average duration of your professional services and construction procurement processes from advertisement to contract award?

- Professional Services: 9 months
- Construction: 6-9 months

- 4) How will your agency monitor bid opportunity reporting during and immediately following the solicitation period by both contractors and consultants on federal contracts?

***[DTPW] - Miami-Dade County requires that all contractors and consultants enter their bid opportunity information in the Equal Opportunity Compliance (EOC) System within 3 business days of submission of the bid or Proposal for all subcontractors and sub consultants who quoted bids for FHWA-assisted projects. Also, bidders are notified of the requirement to report information in EOC through solicitation documents. If the EOC system is not available, the bid opportunity form will be included in the bid/solicitation documents and collected at the bid due date. All bidders and interested parties are reminded at the pre-bid meeting that they will need to submit the required information. Miami-Dade county will ensure to collect forms for future use and keep them in a file. In addition, DTPW submits verification of reporting by the contractors or consultants to FDOT.***

- 5) Does your agency have procurement staff to provide bid opportunity oversight responsibility in the Department's Equal Opportunity Compliance (EOC) database?

Yes

- i. If yes, identify the employees with oversight responsibility and access to the Department's EOC database.

***[DTPW] - Alvaro M. Castro, Special Projects Administrator, (305) 375-2796 Email: Alvaro.Castro@miamidade.gov; Rafael Solorzano, Contract Compliance Officer, (305) 375-4341 Email: Rafael.Solorzano@miamidade.gov; Daisy Torres, Contract Compliance Officer,, (305) 375-4152 Email: Daisy.Torres@miamidade.gov; Joanne Case, Manager, PROS Contracts Administrator (305) 755-7846 Email: Joanne.Case@miamidade.gov; [SEAPORT] - Frank Ramirez, Manager, Seaport Construction Contracts, (305) 347-5508 Email: Frank.Ramirez@miamidade.gov;; [WASD] - Cecilia Brewer-McDuffie, Chief of Water and Sewer Human Resources, (786) 552-8669 Email: Ceiclia.Brewer-McDuffie@miamidade.gov***

- ii. If no, identify the employee(s) that will be assigned oversight responsibility and access to the Department's EOC database.

N/A

- 6) Identify agency staff who review subcontract(s) terms and conditions and approve for execution with the subcontractor(s) on Federal-Aid projects.

***[DTPW] - Alvaro M. Castro, Special Projects Administrator, (305) 375-2796 Email: Alvaro.Castro@miamidade.gov; Rafael Solorzano, Contract Compliance Officer, (305) 375-4341 Email: Rafael.Solorzano@miamidade.gov; Daisy Torres, Contract Compliance Officer,, (305) 375-4152 Email: Daisy.Torres@miamidade.gov; The Construcion Project manager of each individual project***

- 7) Describe the process your agency uses to monitor all subcontracts for incorporation of required federal

terms and provisions, including FHWA 1273 and the LAP Terms for Federal-Aid Contracts.

***Miami-Dade County DTPW Construction Division designates with Resident Compliance Specialist (RCS) experience to oversee an RCS consultant to monitor the contractor's performance to make sure it complies with all provisions of FHWA 1273 for construction contracts, including the various EEO, OJT, Wages and DBE requirements. It requests from contractors to input into EOC, in a timely and accurate manner, information regarding DBE subcontractors. A Report, the Contract Commitment Details Report, is periodically reviewed by the RCS to insure that the information contained therein is in compliance, accurate and up to date. Said Report is audited by FDOT through the auditing process. Finally, a Certification of Sublet Work is required to be submitted by the contractor at the start of the contract, listing all DBE and Non-DBE subcontractors and other information, and it is further required that such information be updated in subsequent Certificates of Sublet Work as subcontractors are added to or subtracted from the roster. DTPW conducts project preconstruction meetings to inform the contractor of the provisions of FHWA 1273 including the various EEO, OJT, Wages and DBE requirements. Among those requirements is the physical incorporation of FHWA 1273 in each construction contract funded under Title 23 (excluding emergency contracts solely intended for debris removal). In addition, the contractor is informed that FHWA 1273 further requires inclusion in all lower tier subcontracts. DTPW reviews all subcontract agreements under a construction contract to insure compliance with the incorporation of FHWA 1273. The LAP terms for Federal Aid contracts will be inserted into all professional RFPs and in all contracts. The department overseeing the contract will ensure that the document is incorporated.***

- 8) Is your agency able to remove all preference programs, except those approved by the Federal Highway Administration, from Federal-Aid contracts and subcontracts?

Yes

- 9) Identify your agency's locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid project solicitations and contracts.

☐ Minority business

☒ Local business

☐ Disadvantaged business

☒ Location (physical location in proximity to your jurisdiction)

☒ Small business

☐ Materials purchasing (physical location or supplier)

☒ Locally adopted wage rates

☐ Other: Click or tap here to enter text.

- 10) Does your agency incorporate contract language for termination for cause, convenience, and default in contracts and subcontracts greater than \$10,000?

Yes

- 11) Does your agency develop expected project durations and incorporate beginning and end dates in each contract?

Yes

## J. PROCUREMENT – CONTINUING SERVICES CONTRACTS

Source: LAP Manual Chapter 18

- 1) Does your agency have a continuing services contract it would like to utilize for professional services phases of LAP projects?

Yes

- 2) If yes, is it a federalized contract approved by the Department?



No

**K. PROCUREMENT – PROFESSIONAL SERVICES**

Source: LAP Manual Chapter 18

- 1) Identify all locations your agency advertises contracts and the duration of a typical advertisement period.

*The typical duration of an advertisement for professional services is 30 days, or more if needed. All Departments, (DTPW, PROS, SEAPORT, WASD) advertise in the Daily Business Review, on BIDS SYNC, and on the Miami-Dade County website: <https://www8.miamidade.gov/Apps/ISD/DPMWW/SolicitationList.aspx>. In addition, [PROS] advertises in the Construction Journal, Dodge Report, and Local Community Newspapers; [SEAPORT] advertises in the Miami Herald, El Nuevo Herald, Haitian Publication and the American Association of Port Authorities (AAPA) National website; and [WASD] advertises in the Miami Herald, El Nuevo Herald, and Haitian Publication.*

- 2) Does your agency have a pre-qualification or grading program for consultants?

Yes

- i. If no, does your agency apply the FDOT pre-qualified consultant program requirements to Federal-Aid contracts?

Choose an item.

- 3) Does your agency formally evaluate consultants' performance during the contract period? *\*Performance evaluations are required for all federally funded professional services contracts per 23 CFR 172.*

Yes

- i. If yes, identify staff responsible for completing consultant performance evaluations for each contract.

*[DTPW] Fernando Mardones, Project Manager, (305) 375-4455 Email: Fernando.Mardones@miamidade.gov; Ali Memari, Project Manager, (305) 375-3015 Email: Ali.Memari@miamidade.gov; Alejandro Sauleda, P.E., (305) 375-4866 Email: Alejandro.Sauleda@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305) 375-5273 Email: David.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email Orue@miamidade.gov; [PROS] Lin Li, CM3, (305) 755-5464 Email: Lin.Li@miamidade.gov; Angel Trujillo, CM, (305) 755-7932 Email: Angel.Trujillo@miamidade.gov; Mark Heinicke, Park Planner 3, (305) 755-7811 Email: Mark.Heinicke@miamidade.gov; Hugo A. Velasquez Senior Registered Architect, (305) 755-7847 Email: Hugo.Velasquez@miamidade.gov; [SEAPORT] Elizabeth Ogden, R.A. Assistant Director-Capital Development, (305) 347-5521 Email: Elizabeth.Ogden@miamidade.gov; Li Gurau, P.E. Ph.D., Chief of Engineering, (305) 329-4034 Email: Li.Gurau@miamidade.gov; Lazaro J. Alvarez, R.A., Chief of Design, (305) 347-4891 Email: Lazaro.Alvarez@miamidade.gov; Becky Hope, Chief of Environmental Engineering, (305) 347-4972 Email: Becky.Hope@miamidade.gov; [WASD] Sergio Garcia, P.E., Senior Professional Engineer, (786) 268-5320 Email: Sergio.Garcia@miamidade.gov*

- ii. If no, is your agency willing and able to establish a performance evaluation process for use on Federal-Aid contracts?

Choose an item.

- 4) Select whether your agency utilizes a longlist or a shortlist process for professional services procurement.

- ☒ Shortlist, or one-step, process: your agency solicits for professional services contracts and provides the complete request for proposal (RFP) to all interested consultants. The agency evaluates all responses to the solicitation to identify the most qualified consultant to negotiate a contract with.

- ☐ **Longlist, or two-step, process:** step one – your agency solicits for qualifications (RFQ) and receives a longlist of respondents; the longlist is evaluated in step one and a shortlist of the most qualified consultants is developed. The complete request for proposal (RFP) package is then provided to only those most qualified consultants shortlisted. Step two – the shortlisted consultants respond to the RFP and your agency evaluates the responses to identify the most qualified consultant to negotiate a contract with.
- ☐ Both methods of procurement are utilized. Explain when one process is utilized versus another. One-Step Process is usually performed when the type of Professional service required is limited to one type of services. This is mostly use for design consultants or Contract Engineering Inspection and RCS. Two-Step Proces is utilized, when selecting design build fiorms.

5) Does your agency routinely develop independent man hour estimates prior to negotiating with consultants?

Yes

- i. If yes, identify staff with experience developing independent man hour estimates for engineering related consultant services.

*[DTPW] - Leandro Oña, P.E., Chief, Roadway Engineering and Right-of-Way Division, (305) 375-1909 Email: Leandro.Ona@miamidade.gov; Octavio Marin, P.E., Senior Professional Engineer, (305) 375-4664 Email: Octavio.Marin@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305)375-5273 Email: Daivd.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email Orue@miamidade.gov; Isabel Padron, P.E., Chief of Design and Engineering, (786) 469-5260 Email: Isabel.Padron@miamidade.gov; [PROS] - Alejandro Zizold, PROS Master Plan Manager, (305) 755-7831 Email: Alejandro.Zizold@miamidade.gov; [SEAPORT] - Elizabeth Ogden, R.A. Assistant Director-Capital Development, (305) 347-5521 Email: Elizabeth.Ogden@miamidade.gov; Li Gurau, P.E. Ph.D., Chief of Engineering, (305) 329-4034 Email: Li.Gurau@miamidade.gov; Lazaro J. Alvarez, R.A., Chief of Design, (305) 347-4891 Email: Lazaro.Alvarez@miamidade.gov; [WASD] Harold Concepcion, PMO Director, (786) 552-8358 Email: Harold.Concepcion@miamidade.gov*

- ii. If no, explain how your agency will develop independent man hour estimates for each LAP project.

Click or tap here to enter text.

6) Does your agency foresee issues incorporating the Terms for Federal-Aid Contracts into all contracts and subcontracts or executing all required forms (as identified in **LAP Manual Ch 18** and on the **LAP Checklist of Professional Services Contracts Form # 525-010-49**) for each project?

No

## L. PROCUREMENT – CONSTRUCTION

Source: LAP Manual Chapters 9, 21 and 23

- 1) What methods of bidding does your agency employ for transportation project construction (e.g. low bid; cost + time; bundling; indefinite quantity indefinite delivery)?

The bidding method for construction is the lowest responsible bidder. All contracts are competitively bid, include the required federal/state provisions, and are sent to FDOT for review and approval prior to project advertisement.

- 2) Identify all locations your agency advertises contracts and the duration of advertisement.



***The typical duration of an advertisement for construction services is 30 days, or more if needed. All Departments, (DTPW, PROS, SEAPORT, WASD) advertise in the Daily Business Review, on BIDSYNC, and on the Miami-Dade County website: <https://www8.miamidade.gov/Apps/ISD/DPMWW/SolicitationList.aspx>. In addition, [PROS] advertises in the Construction Journal, Dodge Report, and Local Community Newspapers; [SEAPORT] advertises in the Miami Herald, El Nuevo Herald, Haitian Publication and the American Association of Port Authorities (AAPA) National website; and [WASD] advertises in the Miami Herald, El Nuevo Herald, and Haitian Publication.***

- 3) Does your agency foresee any issues physically incorporating the FHWA 1273 Form into all contracts and subcontracts or executing all required forms (as identified in [LAP Manual Chapter 23](#) and on the **LAP Checklist for Construction Contracts Form #525-010-44**) for each project?

No

- 4) Identify maintenance items incorporated in or required for construction contracts by local ordinance or rule.

☐ Warranty bonds

☒ Maintenance bonds

☒ Warranty provisions

Provide a summary of the terms of warranty provisions: Warranty Provision for Construction Contracts:

A. For a period of one year, except as provided below, from the date of Final Acceptance, the Contractor warrants that the Work conforms to the Contract requirements and is free of any patent and/or latent defect of the material or workmanship.1. Exception to the above year warranty: a. Where the manufacturer of material provides a warranty in excess of one (1) year, the Contractor shall provide an assignment of warranty to the County with the manufacturer's written authorization. Contractors shall be obligated to provide to the County copies of all manufacturer's warranties and guarantees. Where the County specifies in an Contract a warranty greater than one (1) year, such warranty will only be for the specified Project. b. The warranty hereunder shall be in addition to whatever rights the County may have under law. The Contractor's obligation under this warranty shall be at its own cost and expense, to promptly repair or replace (including cost of removal and installation), that item (or part of component thereof) which proves defective or fails to comply with the Contract within the warranty period such that it complies with the Contract. c. In the event the Contractor fails to repair or replace defective Work in accordance with the terms of the Contract, the RPQ, and this warranty, the County shall have the right to collect such costs incurred or withhold the cost of the anticipated repairs by offsetting the amount against any payment due the Contractor under any contract between the County and the Contractor. d. As specified in the construction documents. All guarantees and warranties under the Contract are fully enforceable by the County acting in its own name.

## M. PLANNING

Source: Florida Administrative Code Chapter 14-75

The minimum qualifications for planning phases delivered on the State Highway System or National Highway System

are established in **Chapter 14-75, F.A.C.**

- 1) Does your agency have a planning department with at least one planner on staff full or part-time?  
Yes
- 2) Does your agency planning department have a designated transportation planner on staff?  
Yes
- 3) Does your agency expect to perform transportation planning studies with in-house staff or consultant staff or both?  
Both
- 4) How many transportation planning studies have your in-house agency staff completed in the last 5 years?  
6
- 5) How many transportation planning studies have been performed by consultants on behalf of your agency over the last 5 years?  
27

#### N. PLANS, SPECIFICATIONS AND ESTIMATES

Source: LAP Manual Chapters 4, 11, 12, 19, 20, 21 and 23.

- 1) Identify the Florida Professional Engineer on staff with your agency. *[DTPW] - Leandro J. Oña, P.E., 35 years of transportation design experience, License # 25588; Darlene M. Fernandez, P.E., 16 years of transportation design experience, License # 76507; Elia Nunez, P.E., 20 years of transportation design experience, License # 66276; [PROS] - Lin Li, CM3, 23 years of transportation design experience, License # PE49520; [SEAPORT] - Li Gurau, P.E., Ph.D., 1 year of transportation design experience. License # 50122; [WASD] - Victor Fernandez-Cuervo, P.E., 1 year of transportation design experience, License # 43285*
  - i. This person has (PLEASE SEE ABOVE) years of transportation design experience.
  - ii. Florida License # (PLEASE SEE ABOVE).
- 2) Does your agency plan on designing projects with in-house design staff?  
Yes
- 3) Provide the number of professional engineers on staff with your agency:  
Number of engineers on staff: 98 - [DTPW] 29, [PROS] 6, [SEAPORT] 3, [WASD] 60
- 4) Identify the design criteria your agency uses to design projects on local transportation facilities. Local transportation facilities or “off-system” projects are referred to as LAP Classification D projects.
 

☒ Florida Greenbook

☒ Other: Plans Preparation Manual

☒ FDOT Design Manual
- 5) Is your agency willing and able to apply state design criteria and standards to transportation projects delivered on the LAP Classification A (on the SHS/NHS), LAP Classification B (projects that cost greater than \$10 million), or LAP Classification C (projects containing structural elements meeting the definition of a bridge) per **LAP Manual Chapter 19**?  
Yes



- 6) The FDOT must review project design plans prior to approving the PS&E Package. The FHWA Florida Division Office will also review design plans at its discretion. In general, what is your agency's design plans development schedule and review process?

*Master Plan, traffic studies, planning studies, 30%, 60%, 90%, 100% and Final (30 days for FDOT to review plans)*

- 7) Identify agency staff responsible for submitting or monitoring consultant submittal of design plans to the FDOT's Electronic Review Comments (ERC) application.

**[DTPW] - Leandro Oña, P.E., Chief, Roadway Engineering and Right-of-Way Division, (305) 375-1909 Email: Leandro.Ona@miamidade.gov; Octavio Marin, P.E., Senior Professional Engineer, (305) 375-4664 Email: Octavio.Marin@miamidade.gov; Darlene M. Fernandez, P.E., Assistant Director, Traffic Engineering, (305) 375-2733 Email: Darlene.Fernandez@miamidade.gov; Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; Yamilet Senespleda, P.E., Manager, Traffic Engineering, (305) 375-2746 Email: Yamilet.Senespleda@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305) 375-5273 Email: David.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email: Orue@miamidade.gov; David Hays, P.E., Professional Engineer, Traffic Engineering, (305) 375-1019 Email: David.Hays@miamidade.gov; Isabel Padron, P.E., Chief, Design and Engineering, (786) 469-5260 Email: Isabel.Padron@miamidade.gov; [PROS] Lin Li, CM3, 305-755-5464, Email: Lin.Li@miamidade.gov; Angel Trujillo, CM, (305) 755-7932 Email: Angel.Trujillo@miamidade.gov; Mark Heinicke, Park Planner 3, (305) 755-7811; Email: Mark.Heinicke@miamidade.gov; [WASD] - Victor Fernandez-Cuervo, P.E. (786) 268-5310 Email: Victor.Fernandez-Cuervo@miamidade.gov; Sergio Garcia, P.E., Senior Professional Engineer, (786) 268-5320 Email: Sergio.Garcia@miamidade.gov**

- 8) Has project design staff completed the ADA Design Accessibility Training Course or a similar training course?  
*\*All FAHP projects must comply with ADA. Required ADA upgrades within proposed project limits shall be incorporated during the design phase.*

- i. If yes, list staff name(s), name of course, and date of training

***All of the following staff will attend the ADA for Design and Construction General Training BT 05-0062 when FDOT offers the course again: [DTPW] -Octavio Marin, P.E., Senior Professional Engineer, (305) 375-4664 Email: Octavio.Marin@miamidade.gov; Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; Yanek Fernandez, Traffic Engineer 2, (305) 375-1847 Email: Yanek.Fernandez@miamidade.gov; William Salazar, Traffic Engineer 2, (305) 375-1913 Email: William.Salazar@miamidade.gov 1. ADA for Design & Construction General Training BT-05-0062 (04/25/18); Alvaro M. Castro, Special Projects Administrator, (305) 375-2796 Email: Alvaro.Castro@miamidade.gov; Daisy Torres, Contract Compliance Specialist, (305) 375-4152 Email: Daisy.Torres@miamidade.gov; Rafael Solorzano, Contract Compliance Specialist, (305) 375-4341 Email: Rafael.Solorzano@miamidade.gov; Antonio Edmead, Project Inspector 1, (305) 679-0039 Email: Edmead@miamidade.gov; Oscar Rubio, Construction Manager 3, (305) 679-0037 Email: Oscar.Rubio@miamidade.gov; Guillermo Marrero, Road Construction Cost Estimator, (305) 679-0044 Email: Guillermo.Marrero@miamidade.gov; Felix Hernandez, Road Construction Engineer, (305) 679-0038 Email: Felix.Hernandez@miamidade.gov; [PROS] - Hugo A. Velasquez, Senior Registered Architect, (305) 755-7847 Email: Hugo.Velasquez@miamidade.gov; [SEAPORT] - Lazaro J. Alvarez, Chief of Design, (305) 347-4891 Email: Lazaro.Alvarez@miamidade.gov; [WASD] -Will send project development staff to ADA Accessibility Training within the next 12 months.***

- 9) Does your agency regularly use preferred or proprietary products on improvement projects (i.e. streetlights, benches, trash cans, patterned pavement)?

*Sometimes*

- 10) Identify staff responsible for certifying right of way activities are in compliance with the ***Federal Uniform Relocation Assistance and Real Property Acquisition Act of 1970.***

***[DTPW] - Alex Barrios, Assistant Director, Construction and Maintenance, (305) 375-2939 Email: Alex.Barrios@miamidade.gov; Maria Molina, P.E., Chief, Right-of-Way, (305) 375-2863 Email: Maria.Molina@miamidade.gov; Carlos Socarras, PLS, Head, RW Engineering Section, (305) 375-2095 Email: Carlos.Socarras@miamidade.gov; Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305)375-5273 Email: David.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email Orue@miamidade.gov; Javier Bustamante, Chief of Right-of-Way Utilities, (786) 469-5244 Email: Javier.Bustamante@miamidade.gov; [PROS] - Alissa Turteltaub, Park Planner 3, (305) 755-7952 Email: Alissa.Turteltaub@miamidade.gov; [SEAPORT] - Elizabeth Ogden, Assistant Port Director, Capital Development, (305) 347-5521 Email: Elizabeth.Ogden@miamidade.gov; Becky Hope, Chief of Environmental Engineering, (305) 347-4972 Email: Becky.Hope@miamidade.gov; [WASD] - Patrick Chong, Engineer 3, (786) 268-5255 Email: Patrick.Chong@miamidade.gov***

- 11) Identify staff responsible for certifying that all utilities are either cleared or coordinated for each project in compliance with ***23 CFR 635.309.***

***[DTPW] - Octavio Marin, P.E., Senior Professional Engineer, Roadway Engineering and Right-of-Way Division(305) 375-4664 Email: Octavio.Marin@miamidade.gov; Javier Bustamante, Chief of Right-of-Way Utilities, (786) 469-5244 Email: Javier.Bustamante@miamidade.gov; [PROS] - Humberto Cabanas, PROS Capital Programs Director, (305) 755-7936 Email: Humberto.Cabanas@miamidade.gov; PROS Consultants; [SEAPORT] - Ralph Collar, (305) 347-3246 Email: Ralph.Collar@miamidade.gov; Elizabeth Ogden, Assistant Port Director, Capital Development, (305) 347-5521 Email: Elizabeth.Ogden@miamidade.gov; [WASD] - Patrick Chong, Engineer 3, (786) 268-5255 Email: Patrick.Chong@miamidade.gov***

- 12) Identify staff responsible for certifying that all railroad work is either cleared or coordinated for each project in compliance with ***23 CFR 635.309.***

***[DTPW] Octavio Marin, P.E., Senior Professional Engineer, Roadway Engineering and Right-of-Way Division(305) 375-4664 Email: Octavio.Marin@miamidade.gov; Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305)375-5273 Email: David.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email Orue@miamidade.gov; Javier Bustamante, Chief of Right-of-Way Utilities, (786) 469-5244 Email: Javier.Bustamante@miamidade.gov [PROS] Mark Heinicke, Park Planner 3, (305) 755-7811 Email: Mark.Heinicke@miamidade.gov; [SEAPORT] Li Gurau P.E. Ph.D., Chief of Engineering, (305) 329-4034 Email: Li.Gurau@miamidade.gov; Elizabeth Ogden, Assistant Port Director, Capital Development, (305) 347-5521 Email: Elizabeth.Ogden@miamidade.gov***

- 13) Identify staff responsible for identifying all environmental or cultural resources (Section 4f) within project limits and certifying NEPA compliance.

***[RER] Jeff Ransom, Historic Preservation Specialist, (305) 375-3412 Email: Jeff.Ransom@miamidade.gov; [DTPW] Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: Claudia.Diaz@miamidade.gov; David Wray, P.E., Professional Engineer, Traffic Engineering (305)375-5273 Email: David.Wray@miamidade.gov; Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email Orue@miamidade.gov; Jie Bian, Ph.D., Planning & System Development, (786) 469-5245 Email: Jie.Bian@miamidade.gov; PROS] The following staff oversee the consultants that perform the work, Alissa Turteltaub, M.S., Park Planning Section Supervisor, 305-755-7952, alissa.turteltaub@miamidade.gov; Mark Heinicke, Park Planner 3, (305) 755-7811 Email: Mark.Heinicke@miamidade.gov, Angel Trujillo, CM,(305)755-7932 Email: Angel.Trujillo@miamidade.gov; Lin Li, CM3, (305) 755-5464, Email: Lin.Li@miamidade.gov; [SEAPORT] Becky Hope, Chief of Environmental Engineering, (305) 347-4972***

**Email: [Becky.Hope@miamidade.gov](mailto:Becky.Hope@miamidade.gov); [WASD] Sherry Negahban, Division Chief, Regulatory Compliance and Monitoring (786) 552-8576 Email: [Sherry.Negahban@miamidade.gov](mailto:Sherry.Negahban@miamidade.gov)**

- 14) Identify staff responsible for certifying all permits and/or exemptions have been obtained and included in the final PS&E package.

**[DTPW] Alejandro Barrios, Assistant Director, Construction and Maintenance, (305) 375-4939 Email: [Alex.Barrios@miamidade.gov](mailto:Alex.Barrios@miamidade.gov); Claudia Diaz, P.E., Chief, Traffic Engineering, (305) 375-4397 Email: [Claudia.Diaz@miamidade.gov](mailto:Claudia.Diaz@miamidade.gov); David Wray, P.E., Professional Engineer, Traffic Engineering (305) 375-5273 Email: [David.Wray@miamidade.gov](mailto:David.Wray@miamidade.gov); Jon Orue, Traffic Engineer II, Traffic Engineering, (305) 375-3264 Email [Orue@miamidade.gov](mailto:Orue@miamidade.gov); [PROS] Humberto Cabanas, PROS Capital Programs Director, (305) 755-7936 Email: [Humberto.Cabanas@miamidade.gov](mailto:Humberto.Cabanas@miamidade.gov); PROS consultants; [SEAPORT] Becky Hope, Chief of Environmental Engineering, (305) 347-4972 Email: [Becky.Hope@miamidade.gov](mailto:Becky.Hope@miamidade.gov); [WASD] Sherry Negahban, Division Chief, Regulatory Compliance and Monitoring (305) 755-7811 Email: [Sherry.Negahban@miamidade.gov](mailto:Sherry.Negahban@miamidade.gov)**

- 15) Does your agency have specifications for roadway construction you would like to use on off-system LAP projects?

No

- i. If yes, submit all specifications to the District Specifications Office for review and approval.

Specifications Approval Date: N/A

- ii. If no, does your agency foresee any issues incorporating the LAP Big Four Specifications (off system) or the Department's Standard Specifications (SHS/NHS) into project PS&E packages?

No

## O. CONSTRUCTION

Source: LAP Manual Chapters 23 and 24

- 1) Does your agency seek to self-perform construction activities? Force account construction requires a Department approved public interest finding. Acceptable justifications for force account construction cannot be based on cost alone.

No

- i. If yes, identify agency experience with public works construction projects (i.e. resurfacing, sidewalks, trails, traffic signals, lighting).

N/A

- 2) Does your agency have a timekeeping system that associates employee time to specific projects?

Yes

## P. CONSTRUCTION ADMINISTRATION

Source: LAP Manual Chapters 21 and 23

- 1) Does your agency hold pre-construction meetings?

Yes

- 2) Describe your agency's change order approval process; include how the change is initiated, review points and responsible staff, and if there are variations in the process based on cost thresholds or for no cost changes.

*The contractor submits a request for a change order which is reviewed by the Project Manager, the Construction Coordinator, and the Chief of Construction. It is also reviewed by the Assistant Director for Construction, the County Attorney's Office and*



*the Department Director, or the Director's designee, i.e. the Deputy Director. Then a Change Order is generated which must be signed by the Contractor and the County before submitting to FDOT for review/approval, and depending on the type of change order, it typically takes 4 -12 weeks. Subsequently, the change order is approved administratively by the County. Contracts in excess of \$5 million require further approval by the Board of County Commissioners (BCC).*

*Please note that the Department has two Chiefs of Construction. Please see below.*

*Rene Idarrage, P.E., (305) 375-4818 Email: [Rene.Idarraga@miamidade.gov](mailto:Rene.Idarraga@miamidade.gov)*

*Bassam Moubayed, CFM, (305) 375-2116 Email: [Bassam.Moubayed@miamidade.gov](mailto:Bassam.Moubayed@miamidade.gov)*

3) Describe your agency's time extension approval process only if it varies from your change order process.

*Any issues during construction resulting in a request for time extension will be reviewed for legitimacy by the Project Manager, the Construction Coordinator, the Chief of Construction, and the Assistant Director for Construction. The contractor submits a request for time extension to the Project Manager for review. Once the Project Manager completes the review, they will discuss it with the Construction Coordinator and the Chief of Construction before submitting it for approval to the Assistant Director for Construction. If the request is valid, a written request for time extension, will be submitted to the LAP Administrator for review and approval by the FDOT Director of Transportation Development, prior to the County granting the time extension. Time extensions must be signed by the Contractor and the County before submitting to FDOT for review/approval. Time extensions for contracts in excess of \$5 million require further approval from the BCC.*

4) Identify how your agency counts contract time? Calendar Days

5) Does your agency allow work on weekends, holidays, and nights? If yes, oversight staff shall be available during these times. Please check all that apply:

☒ Weekends

☒ Holidays

☒ Nights

6) Describe your agency's materials testing and approval process.

**[DTPW]**

All testing will be done per the LAP requirements through a certified firm and must follow ASTM methods and FDOT standards. Testing is dependent on the project itself, the project specifications and requirements and is requested through the ongoing testing services agreements managed by Mr. Luis Lacau, Professional Land Surveyor, (305) 375-5774 Email: [Luis.Lacau@miamidade.gov](mailto:Luis.Lacau@miamidade.gov) and Ms. Elena Romero, Contracts Specialist, (305) 375-4413 Email: [Elena.Romero@miamidade.gov](mailto:Elena.Romero@miamidade.gov). The solicitation for these professional services agreements for soil and materials testing is done through the ISD procurement process for professional services agreements where testing labs are assigned through a pool contract which is procured by DTPW. All the testing data is typically received from the geotechnical consultant via reports that are signed and sealed by a professional engineer registered in the state of Florida, and the data is later input it into the state LAPIT system.

The LAP Agreement defines if the Highway project is SHS or NHS. For SHS projects, the County follows FDOT materials testing guidelines. For NHS projects, the contract amount is the threshold to make the decision of whether to follow the FDOT specifications or the specifications shown in the contract documents. At FDOT's discretion, the County may be advised to implement FDOT guidelines on off state highways. For Bridge projects, however, the County always follows FDOT specifications. For all projects, the County is required to hire its materials testing lab. All testing is performed by the lab testing companies and not by County inspectors.

When the project is on a state road or off state highway with the threshold amount, the tests have to be entered into the FDOT MAC system which has to be approved by the Project Administrator. When required by the Contract Documents and as per the request of the funding administrator, the contractor must comply with the reporting requirements of the MAC system. The contractor is required to create a non-standard Job Guide Schedule (JGS) in MAC for the materials being certified by the FDOT. Once created, the non-standard JGS assigns



the appropriate materials for County projects that don't have pay items entered in the FDOT construction management database. When the County employs a consultant (CEI firm) for materials testing, the CEI firm will need MAC access to make for data entry and data review of verification, independent verification and resolution sample and test data entry. The CEI firm will also need personnel assigned the MAC system role of Project Administrator to do the following: review the JGS entries for correctness and completeness; accept or reject the Contractor QC Plan; finalize project samples; create comparison packages, if applicable; respond to Materials Certification Review findings; and process Materials Acceptance Resolution (MAR) issues.

Prior to construction, our project managers coordinate with the FDOT LAP construction team and get input from them in order to incorporate their recommendations during the construction phase. Although there is no form to approve the materials, at project closing the County provides a letter in regards to certifying the materials which is signed by Chief of Construction.

7) Identify all inspectors on staff with CTQP certification(s):

The following six (6) inspectors have Asphalt Level I & II Certifications: Gil Rakeshpal, Carlos Betancourt, Juan Cañizares, Jose Tellado, Jose De Feria, Fernando Avalos. The following seven (7) inspectors have Asphalt Level I Certification: Israel Pereira, Osvaldo Montero, Alejandro Lio, Miguel Gomez, Jose Gutierrez, Juan Santandreu, Bolivar Moscoso. In addition, all the thirteen (13) inspectors have their MOT Certification.

***\*\*The District Materials Offices shall perform a quality assurance review of each local agency materials acceptance and testing procedures during the certification review period.***

8) Explain how does your agency tracks and certifies Buy America compliance on federal projects.

Solicitation and contract documents contain the Buy America Clause under DTPW Division 1, Article 1.04, E., and the bidders are required to submit Buy America compliance at time of bid. Under this language, contractors are required to provide a certification from the manufacturers of steel or iron, or any product containing steel or iron as a component, stating that all steel or iron furnished or incorporated into the furnished product was produced and manufactured in the United States, in accordance with the requirements of the Buy America provisions of 23 CFR 635.410, as amended. Such certification shall also include (1) a statement that the product was produced entirely within the United States, or (2) a statement that the product was produced within the United States except for minimal quantities of foreign steel and iron valued at \$ (actual cost). Contractors are required to submit each such certification to the Engineer, prior to incorporating the material into the project. A step certification process will ensure that each handler of the product was domestically performed. In addition, project personnel will collect delivery tickets with Mill Materials Certifications and ensure that Buy America Certifications are project specific, as required by FHWA. The County and the consultant CEI will ensure all certificates are accurate and up-to-date from fabrication to installation.

9) Identify your agency's schedule of liquidated damages. You may elect to use the Department's schedule if your agency has not developed one.

Miami-Dade County has elected to use the Department's schedule of liquidated damages. *Refer to Liquidated Damage Schedule found under Section 8-10 of FDOT Division 1, Standard Specifications for Road and Bridge Construction.*

10) Describe your agency's liquidated damages assessment process.

*Liquidated damages are assessed when the contractor fails to complete the work on time. The process is set forth in the contract documents, and the contract stipulates the dollar value of the liquidated damages. Prior to assessing the liquidated damages, the contractor is sent "Notices to Cure" alerting them of their deficiencies and requiring them to provide a plan showing how they will catch up and finish on time.*

## Q. CONSTRUCTION ADMINISTRATION- PROJECT INSPECTION

### 1) Does your agency seek to self-perform construction inspection activities?

Yes

- i. If yes, how many inspectors does your agency employ? 13
- ii. If yes, identify your agency inspectors who maintain certifications per FAC 14-75 in order to perform inspections on SHS and NHS projects.

[DTPW] The following six (6) inspectors have Asphalt Level I & II Certifications: Gil Rakeshpal, Carlos Betancourt, Juan Cañizares, Jose Tellado, Jose De Feria, Fernando Avalos. The following seven (7) inspectors have Asphalt Level I Certification: Israel Pereira, Osvaldo Montero, Alejandro Lio, Miguel Gomez, Jose Gutierrez, Juan Santandreu, Bolivar Moscoso. In addition, all thirteen inspectors (13) have their MOT Certification.

[PROS] Uses Consultants. CEI will report to in-house Project Manager.

- iii. If yes, describe your agency's process for inspecting construction projects.

Miami Dade County's process for inspection construction projects utilizes the "MIAMI-DADE COUNTY DEPARTMENT GUIDELINES FOR INSPECTORS AND PROJECT MANAGERS Revised October 10/27/15." *These guidelines apply to both in-house staff and consultants. The guidelines covers Inspector: General Duties, Asphalt Inspection Duties, Concrete Sidewalk Inspection Duties, Drainage Inspection Duties, Pavement Marking Inspection Duties and General Duties.*

*Inspectors are responsible to make sure that all duties outlined in this guideline that are related to their inspection expertise are followed accordingly. The Inspector reports directly to the Project Manager. In the field, the Inspector is the eyes and ears for the Project Manager and is expected to take firm control of their assigned project. An accurate record of all events is expected to be documented in the project field book, which must be kept in the field at all times. The Inspector must respond to the problems encountered by the Contractor in a timely manner, documenting all actions in the field book. If the inspector cannot resolve the problem, then the inspector is expected to notify the Project Manager immediately. The Inspector is also a representative of Miami-Dade County. As such, the Inspector will encounter questions, concerns and comments from the public. An Inspector is expected to be cooperative, courteous and helpful to the public. Following are some general guidelines that all Inspectors are expected to follow: (PLEASE SEE ATTACHED TO THIS TOOL THE COMPREHENSIVE GUIDELINES).*

- iv. If yes, describe your agency's process for completing inspectors' daily reports and recordkeeping.

The County uses field books to process inspector's daily reports and for recording keeping. All records are retained with the County for 5 years from final closeout. The following information applies to both in-house staff and consultants. The Field Book requires inspectors to provide the following information: date, weather conditions, effects of weather on the major work items, work or materials rejected and why, delays, unforeseen site conditions, contracts with business or residents, unacceptable quality control practices, work being performed, materials received, traffic disruptions, accidents, personnel on site including contractors and sub-contractors, active and idle equipment, location, type and quantities of work performed, and names of all visitors on site.

The field book needs to be the following: factual, pages number sequentially, no blank pages or spaces between entries written in ink, corrections be lined out (no erasures), each page be initiated by the inspector, is periodically reviewed and initiated by the supervisor, and creates the daily report.

The Construction Management Section ensures that the bid items and quantities are accurate and reflect what is constructed in the field. The Construction Management Section obtains the Contractor's signature at the end of each day agreeing to the quantities. The field book creates the weekly report from the daily reports and creates the monthly report from the weekly reports.

- 2) If no, describe your agency's process for providing oversight and maintaining control of a project when a consultant CEI is performing the inspection duties.

*[PROS] The in-house Construction Manager (CM) assigned by the Department to oversee the project is ultimately responsible for project oversight and control. The consultant CEI performing inspection duties (including but not limited to construction inspections, some record-keeping, materials acceptance, testing, and verification, quality assurance, direct on-site Federal contract compliance, etc.) will directly report to this CM.*

*The CEI is required to be on-site any time construction work is taking place and has some limited delegated authority to direct the contractor on behalf of the agency. The CEI maintains constant communication with the CM and joins him/her during the regular construction meetings held weekly on-site.*

*The CEI is also required to be completely familiar with the contract and construction documents and enforce full compliance with them. Will also coordinate responses to Request for Information (RFI's) raised by the contractor, the implementation of any field orders issued by the design professional of record, and provide all applicable reports, findings, and opinions to the Department as set forth in the Professional Services Agreement between the Department and the CEI Firm, and review -but not directly approve- change order work.*

*Whereas, all federally funded project must comply with NEPA, the CEI will include services of a qualified consultant to monitor NEPA requirement, as applicable. The County will consult with FDOT to ensure the appropriate qualifications are established.*

## **R. CONSTRUCTION ADMINISTRATION- CONTRACT COMPLIANCE WITH FHWA 1273**

- 1) Has your agency administered Federal-Aid construction contracts in the previous 3 years?  
Yes
- 2) Identify staff members who have direct experience performing or monitoring Resident Compliance Specialist (RCS) duties on Federal-Aid construction contracts and who will self-perform contract compliance on construction contracts per the **FDOT Contract Compliance Manual Topic No. 275-020-002**. Staff must complete training as offered by the Department or FHWA and demonstrate adequate knowledge of federal contract compliance requirements with FHWA 1273.

### **[DTPW]**

*Alfredo Munoz, P.E., Chief, Capital Improvements, (305) 375-4891*

*Email: Alfredo.Munoz@miamidade.gov*

*Alvaro M. Castro, Special Projects Administrator, (305) 375-2796*

*Email: Alvaro.Castro@miamidade.gov*

*Rafael Solorzano, Contract Compliance Officer, (305) 375-4341*

*Email: Rafael.Solorzano@miamidade.gov*

*Daisy Torres, Contract Compliance Officer, (305) 375-4152*

*Email: Daisy.Torres@miamidade.gov*

*Leticia Smith, Chief, Contract Services, (786) 469-5291*

*Email: Leticia.Smith@miamidade.gov*

### **[PROS]**

*Joanne Case, Manager, PROS Contracts Administrator, (305) 755-7846*

*Email: Joanne.Case@miamidade.gov*

*Joel Arango, Construction Manager 3, (305) 755-5453*

*Email: Joel.Arango@miamidade.gov*

Lin Li, CM3, 305-755-5464

Email: [Lin.Li@miamidade.gov](mailto:Lin.Li@miamidade.gov);

Humberto Cabanas, Chief, Design & Construction Excellence, (305) 755-7936

Email: [Humberto.Cabanas@miamidade.gov](mailto:Humberto.Cabanas@miamidade.gov)

**PROS also requires that CEI consultants for Federal Aid construction projects have a resident compliance specialist onboard or that one is subcontracted.**

**[SEAPORT]**

Staff qualified to supervise federal construction contracts:

Gyselle Pino, Chief of Procurement/Contracts, (305) 347-4833

Email: [Gyselle.Pino@miamidade.gov](mailto:Gyselle.Pino@miamidade.gov)

Frank Ramirez, Manager, Seaport Construction Contracts, (305) 347-5508

Email: [Frank.Ramirez@miamidade.gov](mailto:Frank.Ramirez@miamidade.gov)

**[WASD]**

Edith Brown, Chief, Contract Compliance, (786) 552-5188

Email: [Edith.Brown@miamidade.gov](mailto:Edith.Brown@miamidade.gov)

- 3) Identify staff who will monitor consultant performed RCS services, which includes DBE payment reporting approvals, subcontractor approvals, etc. Staff must complete training as offered to perform this role.

**[DTPW]**

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Lin Li, CM3, 305-755-5464

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Humberto Cabanas, Chief, Design & Construction Excellence, (305) 755-7936

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**[SEAPORT]**

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Frank Ramirez, Manager, Seaport Construction Contracts, (305) 347-5508

Email: [Frank.Ramirez@miamidade.gov](mailto:Frank.Ramirez@miamidade.gov)

**[WASD]**

Edith Brown, Chief, Contract Compliance, (786) 552-5188

Email: [Edith.Brown@miamidade.gov](mailto:Edith.Brown@miamidade.gov)

Small Business Development (SBD) performs this function.

- 4) Identify those employees with oversight responsibility and access to the Department's Equal Opportunity Compliance database for reporting and/or accepting DBE commitments on Federal-Aid projects.

**[DTPW]**

Alvaro M. Castro, Special Projects Administrator, (305) 375-2796

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Daisy Torres, Contract Compliance Officer, (305) 375-4152

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**[PROS]**

Joanne Case, Manager, Manager, PROS Contracts Administrator, (305) 755-7846

Email: [Joanne.Case@miamidade.gov](mailto:Joanne.Case@miamidade.gov)

**[SEAPORT]**

Downtown, Small Business Development (SBD). However in the event that LAP funding is received, the Seaport will hire a resident compliance specialist to assist with the monitoring.

**[WASD]**

Cecilia Brewer-McDuffie, Chief, Water and Sewer Human Resources (786) 552-8669

Email: [Cecilia.Brewer-McDuffie@miamidade.gov](mailto:Cecilia.Brewer-McDuffie@miamidade.gov)



## S. INVOICING

*Source: LAP Manual Chapters 5, 7, and 10.*

- 1) Describe how your agency complies with Florida's Prompt Payment laws.

*The County will review and compare monthly payment applications to actual payments reported in EOC and use all available means to ensure prompt payment for subcontractors or subconsultants. The County has a monitoring process that observes a timeframe established to meet the Prompt Payment Ordinance, which in many vendor cases is more stringent than the 30 calendar days established as per Florida Statutes. Once payments are reviewed, and accepted as complete, staff expedites the processing of all payments to ensure compliance with the Miami-Dade County Prompt Payment Ordinance.*

- 2) Describe how your agency verifies work invoiced by a contractor compared to work performed.

*Field inspectors document the work performed by the contractor through daily reports, ensuring that bid items and quantities are accurate and representative of the work specified in the contract plans/documents. Weekly and monthly reports are developed to track quantities used in the field. These reports are reviewed and verified by the project managers. The quantities from these reports are corroborated against invoice quantities submitted by the contractors as part of their payment requisitions. A final review of the invoice is done by the Construction Coordinators to ensure that all appropriate verification has been performed by project managers and field inspectors. Invoices that do not match the work performed are rejected to the contractor for re-submittal.*

- 3) Describe how your agency verifies work invoiced by a consultant compared to work performed.

*[DTPW] Project Managers and consultants document the work performed through weekly reports, ensuring that work is accurate and representative of the scope of the work. Reports are reviewed and verified by the project managers and corroborated against invoice quantities submitted by the consultants as part of their payment requisitions. A final review of the invoice is done, ensuring that all appropriate verification has been performed by project managers. Invoices that do not match the work performed are rejected to the contractor for re-submittal.*

*[PROS] The PM tracks the consultant invoice payments based on a proration of the life of the project making sure that he meets the contractual responsibilities as stated in the County/Consultant agreement, such as writing meeting minutes, review of RFI's, as well as review and approve shop drawings, review work to make sure the Contractor is building as per the intent of the construction drawings, help owner review any claims that may come up and help review contractor invoices to match the work performed and installed.*

- 4) Is there any reason why your agency cannot comply with the LAP quarterly invoicing requirement?

No

- 5) Identify staff and/or departments within your agency responsible for preparing and submitting invoices to the Department.

### **[DTPW]**

*Bihua Chen, Accountant IV, (786) 469-5192*

*Email: [Bihua.Chen@miamidade.gov](mailto:Bihua.Chen@miamidade.gov)*

*Argentina Wong, Accountant 3, (786) 469-5041*

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*Alvaro M. Castro, Special Projects Administrator, (305) 375-2796 (Alternate)*

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### **[PROS]**

PROS Grants Management Section and Accounting  
 Lauren Breckenridge, Grant Specialist (305) 755-7973  
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**[SEAPORT]**

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**[WASD]**

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 Edith Brown, Chief, Contract Compliance, (786) 552-5188  
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**T. CERTIFICATION STATUS**

**Effective Miami-Dade County qualifies for the following Certification/Recertification: Full Certification with Exceptions**

**The following exceptions are applicable to this Certification/Recertification:**  
 (Check all that apply)

- ☒ AGENCY MAY NOT PERFORM IN-HOUSE DESIGN ON LAP CLASSIFICATION A, B, OR C PROJECTS
- ☐ AGENCY MAY NOT PERFORM IN-HOUSE DESIGN ON LAP CLASSIFICATION D PROJECTS
- ☒ AGENCY MAY NOT PERFORM FORCE ACCOUNT CONSTRUCTION
- ☒ AGENCY MAY NOT PERFORM IN-HOUSE CEI ON LAP CLASSIFICATION D PROJECTS
- ☒ AGENCY MAY NOT PERFORM IN-HOUSE CEI ON LAP CLASSIFICATION A, B, OR C PROJECTS
- ☒ AGENCY MAY NOT PERFORM IN-HOUSE CONTRACT COMPLIANCE
- ☒ AGENCY MAY NOT PERFORM In-house design on LAP Classification D projects except for FM ~~449751-1-38~~ <sup>449752-1-38-01</sup> and FM ~~449753-1-38~~ <sup>449753-1-38-01</sup>, which are being approved by FDOT for County in-house design.

DocuSigned by:

*Xiomara Nunez*

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Signature- District Local Program Administrator

Xiomara Nunez

Print Name of District Local Program Administrator

This Certification Tool was revised to update the County's responsible charge and approve in-house design for FM 449752-1-38-01 and 449753-1-38-01; the County's certification remains valid until 8/20/2023.

12/29/2021 | 9:57 AM EST

Click here to enter text.

Date

12/29/2021 | 3:31 PM EST

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Signature- Local Agency Responsible Charge

Eulois Cleckley

Print Name of Local Agency Responsible Charge

Date





### LAP Certification Requirements

Responsible Charge: Eulois Cleckley

Miami-Dade County Certified 8/20/2020

Certification is a commitment by Miami-Dade County (County) to perform all associated activities of the federal aid highway program including but not limited to the Title VI compliance, ADA compliance, grant management, fiscal accountability, procurement of professional services and construction administration in adherence to all federal and state requirements. The Local Agency Certification Tool is a risk-based assessment of the County's participation in the Local Agency Program (LAP).

The following are applicable exceptions to the Certification as agreed on by Miami-Dade County and the Florida Department of Transportation (FDOT) during the District Interview held August 20, 2020.

- ☒ The County's Responsible Charge will continue to implement the County's Corrective Action Plan (CAP) dated August 3, 2020.
- ☒ The County will continue to work collaboratively across all Departments to meet project delivery commitments on all LAP projects and conformance to LAP requirements. Refer to the County's CAP.
- ☒ The County may not perform in- house Design Services on LAP Classification A, B, C or D projects except for FM ~~449751-1-38~~ and ~~FM 449753-1-38~~ which are being approved by FDOT for County in-house design. 449752-1-38-01 <sup>DS</sup> *el* 449753-1-38-01 <sup>DS</sup> *zn* <sup>DS</sup> *el*
- ☒ The County may not perform in- house CEI Services on LAP Classification A, B, or C projects.
- ☒ The County may not perform in- house CEI Services on LAP Classification D projects unless approved by FDOT.
- ☒ The County may not perform in- house Contract Compliance unless approved by FDOT.
- ☒ The County will ensure transitioning staff will complete LAP Computer Based Trainings (CBT) within 30 days of employment.
- ☒ The County will ensure existing staff maintains LAP training certificates current in LAPIT/GAP.
- ☒ The County's Responsible Charge will attend mandatory trainings.
- ☒ The County will utilize the Professional Services boilerplate document developed 11/6/2020.
- ☒ The County will finalize the procurement process for CEI Continuing Services Contract by July 31, 2021 and commence awarding Task Work Orders by August 28, 2021. Note: The County agreed to complete the Continuing Services Contract by 11/2020. FDOT is granting an extension through July 31, 2021 to allow the County sufficient time to come into compliance with certification requirements. This item is currently delinquent. The County resolved FDOT comments in County negotiations on 11/5/2021. County is pending FDOT concurrence to award the Professional Services Agreement(s) and issuance of task work order's (TWO). Note that the county must have FDOT concurrence to award prior to executing a TWO.

☒ The County will finalize the Continuing Services for Design Services procurement documents such that it is ready to advertise by August 6, 2021. This item is currently delinquent. The County is pending submittal of items of email dated 11/4/2021.

☒ The County will procure qualified consultants to ensure compliance with the National Environmental Policy Act (NEPA) in Professional Services Contracts including but not limited to Continuing Services Contracts

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11/12/2021

Initial

Local Agency Responsible Charge Click or tap to enter a date.

Click or tap here to enter text.

12/29/2021 | 9:57 AM EST

Initial

District Local Program Administrator Click or tap to enter a date.