



# VILLAGE OF KEY BISCAYNE

Office of the Village Manager

*Village Council*  
Mayra P. Lindsay, *Mayor*  
Franklin H. Caplan, *Vice Mayor*  
Luis F. de la Cruz  
Gary R. Gross  
Allison McCormick  
Brett G. Moss  
Katie Petros

DATE: April 10, 2018  
TO: Honorable Mayor and Members of the Village Council  
FROM: John C. Gilbert, Village Manager  
RE: Safe Routes to School (SRTS)  
Professional Engineering Services

*Village Manager*  
John C. Gilbert

## RECOMMENDATION

It is recommended that the Village Council approve the attached Resolution selecting the top ranked firm, Kimley Horn, and authorizing the Village Manager negotiate for Professional Engineering Services for the Safe Routes to School project.

## BACKGROUND

In September of 2015, the Village was awarded \$83,735.00 in Fiscal Year 2018 for the design of the Safe Routes to School program. The Village was awarded \$753,000 for construction of the project in Fiscal Year 2020. The Village issued RFQ 2017-08-03 for Professional Engineering Services for the Safe Routes to School project. The Village received six (6) submittals. Submittals were reviewed by staff and three (3) firms were shortlisted. Shortlisted firms were interviewed and ranked by members of the Education Advisory Board. Kimley Horn was ranked first (attached, Exhibit "A").

In order to receive the grant funds, the Village must follow FDOT regulations which include negotiating a price before award of the contract. Once a negotiated a price for professional services has been negotiated, the Manager will seek Council approval to award the contract.

The final ranking for RFQ 2017-08-03 is the following:

1. Kimley Horn
2. The Corradino Group
3. Marlin Engineering

Reviewed by Ms. Jihan Soliman of Weiss Serota Helfman Cole & Bierman, P.L. as to form and legal sufficiency.

**RESOLUTION NO. 2018-\_\_\_\_\_**

**A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, SELECTING KIMLEY HORN AND ASSOCIATES, INC. FOR PROFESSIONAL ENGINEERING SERVICES FOR THE SAFE ROUTES TO SCHOOL PROJECT; PROVIDING FOR AUTHORIZATION; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Village of Key Biscayne (“Village”) issued Request For Qualifications No. 2017-08-03 (“RFQ”) for professional engineering services (“Services”) for the Village’s Safe Routes to Schools project (“Project”); and

**WHEREAS**, in response to the RFQ, the Village received six (6) submittals; and

**WHEREAS**, after review and consideration of the ranked submittals, the Village Manager recommends selecting Kimley Horn and Associates, Inc. (“Consultant”) for the Services, whose qualifications are attached hereto as Exhibit “A”; and

**WHEREAS**, the Village Council desires to select the Consultant for the Services; and

**WHEREAS**, the Village Council finds that this Resolution is in the best interest and welfare of the citizens of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA AS FOLLOWS:**

**Section 1.**     **Recitals.** Each of the above-stated recitals are hereby adopted, confirmed, and incorporated herein.

**Section 2.**     **Selection.** The Village Council hereby selects the Consultant for the Services for the Project.

**Section 3.**     **Authorization.** The Village Council hereby authorizes the Village Manager to negotiate an agreement with Consultant for the Services for the Project. If an agreement cannot

be reached, the Village Manager is authorized to negotiate an agreement with the next highest ranked firm(s), in order of ranking, until an agreement in the best interest of the Village is reached.

**Section 4.** **Effective Date.** This Resolution shall be effective immediately upon adoption.

PASSED and ADOPTED this 10th day of April, 2018.

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MAYRA PEÑA LINDSAY, MAYOR

ATTEST:

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JENNIFER MEDINA, CMC  
VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

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WEISS SEROTA HELFMAN COLE & BIERMAN, P.L.  
VILLAGE ATTORNEY



September 6, 2017

Village Clerk

Attn: Professional Engineering Services; RFQ 2017-08-03

Jennifer Duque, CMC

Village of Key Biscayne

88 West McIntyre Street, Suite 220

Key Biscayne, FL 33149



**Re: RFQ 2017-08-03; Professional Engineering Services for Safe Routes to School**

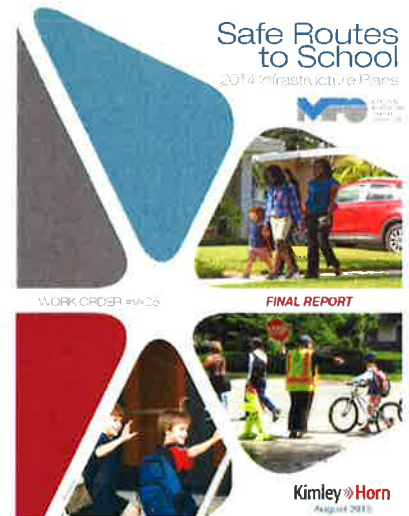
Dear Members of the Selection Committee:

**Kimley-Horn** is pleased to present our qualifications as a highly-experienced and locally based consultant team to serve as the Village of Key Biscayne's (the Village) consultant for the Professional Engineering Services for Safe Routes to School (SRTS) project.

Our team understands your commitment to deliver quality facilities and infrastructure improvements that the local public has come to expect. We view this contract as serving as a partner to your staff working with you to plan, budget, schedule, and implement this project in the most efficient and cost-effective manner. We have a long history of serving cities and counties throughout Florida, and we have had a local office in Miami-Dade County for the last 20 years. We are excited to put this knowledge and experience to work for the Village.

As we work with the Village to develop and implement your vision, Kimley-Horn understands the key elements and has worked with a number of municipalities implementing the Safe Routes to School Program. The intent of the SRTS program is to provide alternative modes of transportation that are safe for children, which in turn encourages walking and bicycling to school. In addition to providing an alternative mode of transportation, SRTS also promotes healthy habits by providing an opportunity for children to engage in much needed physical activity before and after school each day. Kimley-Horn would like to apply our expertise in this area to benefit the children of the community.

As described in the Transit Mobility Study (TMS) prepared for the Village, one of the emerging trends observed was the number of residents who have moved to the Village to take advantage of the schools, community, government, and all that makes the Village one of the best places to live in Florida. In addition, a survey taken at the Key Biscayne K-8 Center showed that nearly 90% of the children have asked for permission to walk or bike to school. One of the reasons stated that limits the interest of parents to send their kids walking or biking to school, that will be address with this project, is the lack of adequate and safe pedestrian and bicycle ways, and safety issues when crossing some of the streets. Even with these concerns, the Key Biscayne K-8 Center has seen an increase in the number of students who are attending using their bicycles, and currently, there are not enough bike racks or facilities to store/park them (see picture below). Overall, with



**Existing Deficient Bike Parking/Storage**

the combined efforts that the infrastructure improvements, as well as the enforcement recommendations made by the 2015 SRTS Study, prepared for this project there will be a significant improvement on viability for students to walk/bike safely to their school.

In addition, the same TMS identified several important characteristics of the traffic in the Village, noting that the most significant walking population are those traveling to and from school. Also, observations show that much of the morning traffic is fueled by schools. Access to schools is hampered by a **lack of adequate and ADA compliant paths, crossings, striping, signage, and street furniture such as bike racks.** There is

also a big side benefit of providing these amenities so students can travel safely to and from their schools, it can reduce traffic in the peak hours that are influenced by school traffic as people in the Village will drive to otherwise walkable short distances to go to and from school.

Much of Kimley-Horn's public sector work in Florida is provided for FDOT, and therefore, we have a thorough understanding of FDOT requirements and expectations. This knowledge, gained from many successful projects across the state, allows us to maintain, coordinate, and exchange information and achieve a high level of cooperation and communication. This includes understanding and working within the requirements of the Local Agency Program (LAP). Kimley-Horn is currently working with several municipalities such as Miami-Dade County, Miami Lakes, Miami



Sample Bike Racks

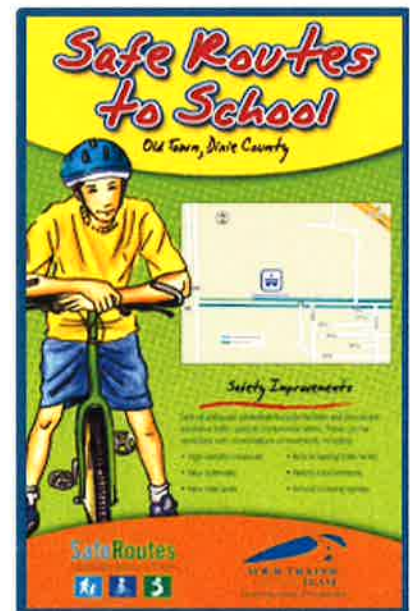


Shores, Key West, North Bay Village, Lauderhill, and Cutler Bay on Safe Routes to Schools and other projects that are funded through the LAP program. Kimley-Horn's knowledge of the program and relationships with FDOT have been critical elements in expediting these projects successfully and maintaining project funding. In addition, I, **Leonte I. Almonte, P.E.** who will serve as the Village's project manager, am experienced in LAP projects and also completed the 2017 FDOT Local Agency Program (LAP) Workshop.

We are a multidisciplinary team consisting of outstanding professionals, specifically selected to meet your diverse needs. Our in-house experts will provide services in the disciplines required under this contract including SRTS elements, permitting, stormwater management, drainage, signage and pavement markings, sidewalks, ADA compliance, hydraulic modeling, transportation planning, FDOT coordination, LAP support, roadway and streetscape design, cost estimates, construction phase services, as well as other civil engineering services. We would love to assist the Village in accomplishing as many of the goals it has from a mobility perspective that could be done as part of this SRTS project.

We have carefully selected each team member with the intention to produce well thought-out solutions and seamlessly complete your projects as a collaborative force of professionals who have worked on similar projects many times before and have a thorough understanding of the requirements and services needed for these types of programs/projects. In addition to my experience as project manager, I will

have the support of **Ravi Wijesundera, P.E.** and **Stewart Robertson, P.E.**, two renowned SRTS experts, not only in South Florida but throughout the state. We will also engage John McWilliams, P.E., a local traffic expert who is the FDOT District Six Bicycle and Pedestrian (Bike/Ped) Consultant, whose experience and relationships will give you access to a great resource in solving Bike/Ped issues and satisfying project requirements. As **the existing conditions may have changed from the initial report** and recommendations made, our team offers you the right approach to effectively update the design while still meeting the SRTS and LAP requirements and addressing the Village's budget and schedule. To further expand our support to you, the Kimley-Horn team includes reputable subconsultants with whom we have outstanding working relationships and have worked with previously on several other municipal projects. Our subconsultant teaming partners include the DBE firms of Longitude Surveyors LLC for surveying services and Geosol, Inc. for geotechnical services (as needed). We will exceed FDOT's DBE requirement.



As an established firm, we place significant emphasis on quality control and quality assurance. Kimley-Horn tailors each project's QA/QC plan to meet the needs of that job, and we regularly engage our clients in dialogue to help us understand how we can improve our service to them. We pledge to work with you to develop and share a vision for what is needed and then carry out technically-sound solutions. We sincerely appreciate the opportunity to present our qualifications to you and look forward to continuing a sound partnership with the Village of Key Biscayne.

Sincerely,  
**KIMLEY-HORN**



Leonte I. Almonte, P.E.  
Project Manager

