




Yocelyn Galiano, ICMA-CM
Village Manager
manager@pinecrest-fl.gov

VILLAGE OF PINECREST
Office of the Village Manager

DATE: May 14, 2025
TO: The Honorable Mayor and Members of the Village Council
FROM: Yocelyn Galiano, ICMA CM, Village Manager 
RE: Resolution Authorizing the Village Manager to Amend Agreement with Dutch Urban Design Team

Resolution 2024-84 adopted on December 10, 2024, waived competitive bidding requirements and authorized the Village Manager to enter into a professional services agreement with the Dutch Urban Design Team (made up of two entities – Dick Van Veen and Bike Minded) for miscellaneous multi-modal transportation consulting services. The Village Council authorized expenditure of an amount not to exceed \$50,000.

At this juncture, I respectfully request authorization from the Village Council to amend the amount not to exceed \$50,000 to reflect an expenditure of an amount not to exceed the budgetary allotment. This adjustment to the original authorized amount would provide the Village Manager the most flexibility to utilize the Dutch Urban Design Team's services on multiple on-going approved projects.



RESOLUTION NO. 2025-

A RESOLUTION OF THE VILLAGE OF PINECREST, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO AMEND THE AGREEMENT AMOUNT WITH THE DUTCH URBAN DESIGN TEAM [DUDT] MADE UP OF TWO ENTITIES (DICK VAN VEEN AND BIKE MINDED) FOR MISCELLANEOUS MULTIMODAL TRANSPORTATION CONSULTING SERVICES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village Council adopted Resolution 2024-84 authorizing the Village Manager to enter into a contract with the Dutch Urban Design Team [DUDT] made up of two entities (Dick Van Veen and Bike Minded) for miscellaneous multimodal transportation consulting services; and

WHEREAS, the Village Council authorized expenditure of an amount not to exceed \$50,000; and

WHEREAS, the Village Manager wishes to continue working with the Dutch Urban Design Team [DUDT] for multiple on-going approved projects and amend the amount not to exceed \$50,000.00 to reflect an expenditure of an amount not to exceed the budgetary allotment;

BE IT RESOLVED BY THE VILLAGE COUNCIL OF PINECREST, FLORIDA, AS FOLLOWS:

Section 1. That the Village Council hereby authorizes the Village Manager to amend the agreement with the Dutch Urban Design Team [DUDT] made up of two entities (Dick Van Veen and Bike Minded) for miscellaneous multimodal transportation consulting services (phase 3), in an amount not to exceed the budgetary allotment.

Section 2. This resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED this 13th day of May, 2025.

Joseph M. Corradino, Mayor

Attest:

Priscilla Torres, MMC
Village Clerk

Approved as to Form and Legal Sufficiency:

Mitchell Bierman
Village Attorney

Consent Agenda



Offer of Service

Version 16 April 2024

For:

Village of Pinecrest, FL

Village Manager Yocelyn Galiano & Council

Designing for Bikes at the Village of Pinecrest

Introduction

The Village of Pinecrest has large ambitions to become more pedestrian and bicycle friendly. Over time, its right sized residential streets have more and more been transformed into car routes, making traveling with other modes unsafe and unpleasant. Pinecrest is a village but seems to be losing this ‘village feeling’ of getting to and from in an uncomplicated way.

The Netherlands has long been recognized as a frontrunner in sustainable mobility (walking and cycling). With that in mind, the Village is looking for a design and implementation partner that can help us incorporate the Dutch Design Principles and technical specifications into our comprehensive transportation plan for the Village of Pinecrest, and partner with us throughout implementation.

Who are we?

The DUDT is a collective of Dutch mobility experts, specialized in transferring Dutch know-how of design of public space bicycle infrastructure and smart mobility options through international collaboration. Their goal is to help communities change from the often car centric status quo to places which are more balanced, where cycling and walking are viable options and where public space can be enjoyed again. For this proposal the consultant team consists of Dick van Veen and Maurits Lopes Cardozo. Both Dick van Veen and Maurits Lopes Cardozo have personally introduced themselves to Pinecrest Village Council and Staff during their initial visit in December 2024.

The Village of Pinecrest (Client) has asked the Dutch Urban Design Team [DUDT, referred to as “we”] to assist with strategic planning, concept design and advice to make concrete steps to make Pinecrest more pedestrian and bicycle friendly. In previous project phases 1 and phase 2 we have delivered the initial steps of the Bicycle Masterplan update, a draft bike network map and proposed street typologies, including two working visits (Knowledge Building session, and a Bike Network Visioning workshop).

The Bicycle Masterplan is an update of the existing Bike Network plans. We develop a new masterplan for the short- and long-term policy on active mobility. Goals/Ambitions, Network and Strategic projects, informed by Dutch best practices and close collaboration with Village staff and stakeholders.

Scope of work

This phase 3 offer covers further steps in the development of the Active Mobility Masterplan, review and concept design for strategic projects and other assistance on the request of the Client. In close collaboration with village staff, we have made a list of potential projects that the DUDT can assist with.

The list is divided in different tracks / type of tasks:

- Delivering the Active Mobility Masterplan update
- Review, concept design and advice for strategic projects
- Review SS4A Study
- On call assistance

The current list is added in as an appendix to this proposal. This list can be regularly updated by the Village.



Service Features and Approach

DUDT's consultancy assist will be available at the Villages convenience for and on-call consulting services based on the following approach:

1. **Request:** Project requests will be communicated to both Maurits Cardozo and Dick van Veen via email. This request should provide:
 - A clear question or assignment
 - Background materials and supporting data
 - A proposed timeline

The DUDT will respond to this request to clarify the scope. A kickoff will be scheduled (if needed) to satisfy project kickoff needs and project understanding. The team will use additional virtual communication tools such as Dropbox or WeTransfer to transmit documents.

2. **Scoping:** After the request has been received, the DUDT will respond with a proposed time planning and budget to deliver the work (virtually). Requests for in-person support will be managed and scoped on a case-by-case basis.
3. **Budget:** There is no upset limit to the consulting budget per year. Projects over 8 hours will require a Level of Effort Estimate and approval by the Village prior to starting a project. Rates are in US Dollars. Each invoice will include a 5% project management and administration fee.
4. **Scheduling:** DUDT will endeavor to deliver work in the desired timeframe. We will communicate with the Village if we anticipate delays for any reason.
5. **Invoicing:** Project hours will be invoiced monthly and provide a project dashboard listing project name and hours spend.
6. **Local Collaboration:** This DUDT approach will also provide opportunities for the DUDT members to support other consulting teams at the request of the Village, such as Stantec on the SS4A study. In this scenario, the DUDT team prefers to share relevant memos and designs directly with the Village to maximize the lines of communications.
7. **Term:** The term of this agreement will renew annually unless either party provides written notice of termination. There are no thresholds for a minimum number of hours per month.
8. **Standards:** The DUDT recommendations combine both Dutch, European, and International best practices and standards. The Village of Pinecrest and its partners assume responsibility for leading the implementation and operations. DUDT may provide coaching services during those later phases.

Budget

Our hourly rate \$150,- (excluding VAT and excluding any additional local taxes and tariffs if applicable).

All work will be performed by Dick van Veen and/or Maurits Lopes Cardozo, unless the Village requests additional support in the Team



Terms and Conditions

The Dutch Urban Design Team is a network organization consisting of multiple businesses. Within the Dutch Urban Design Team for this project Bike-minded will be the prime consultant for the Client. Bike-minded is the company name of Maurits Lopes Cardozo. Dickvanveen will officially be a subcontractor to Bike-minded.

For this phase 3 offer we suggest keeping contracting as simple as possible.

These are our simplified conditions:

1. Contracts and billing will run through Bike-minded:
 - Bike-minded Design Consulting B.V.
 - Mathenesserdijk 329
 - 3026 GC Rotterdam, Netherlands
 - Email: maurits@bikeminded.nl
 - Mobile phone: +31 6 2950 7735
 - Kvk/Chamber of Commerce number 72225874
 - NL859036583B01 (Dutch BTW/VAT registration number)
 - IRS EIN number 98-1450555
2. We will invoice monthly based on worked hours.
3. Reimbursements will be made by the client upon showing financial report of costs.
4. Work on other projects or additional work will only start after written approval.
5. Communication (meetings, webinars) will be done by videoconferencing. On request of the Client the DUDT can travel to Village of Pinecrest for in person meetings/working sessions and presentations. Travel costs and staying costs will be reimbursed by the Village, up on showing records of costs.
6. We have general liability insurance; Proof of insurance will be provided upon request.
7. In the perspective of the scope of work and our role for this project [advising role, conceptual design collaboration, strategic input, and advice, but never responsible for any formal deliverables] we kindly request to waive professional liability insurance requirement for this agreement, as this type of insurance is not feasible for our Dutch companies to acquire.
8. The consultant cannot be held liable for an amount USD higher than the amount of the offer.



Agreement

The Consultants warrants that the individual who has signed this Agreement has the legal power, right and authority to make this Agreement and bind the Consultant hereto. If you agree with the terms of this Agreement, please indicate by signing and dating where indicated below.

Village of Pinecrest

Approved by

Yocelyn Galiano
Village manager

Date

Bike-minded Design Consulting B.V.

Approved by

Maurits Lopes Cardozo
CEO and principal Consultant

April 16th 2025

Date

We look forward to continuing our successful and inspiring collaboration.

Sincerely,

Maurits Lopes Cardozo (Bike-minded Design Consulting B.V.)

&

Dick van Veen (Dickvanveen Street Design Public Space)



Appendix: List of projects:

| Dutch Urban Design Team | | PINECREST | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------------|
| 2025 Bike Master Plan update - Strategic projects vers 250411 Dutch Urban Design Team; Maurits Lopes Cardozo & Dick van Veen | | | |
| Pincrest phase 3 project list | | Actions DUDT / comments | prio status |
| Bike Master Plan | | | |
| Bike Network Map update; - existing network and destinations - missing links and bottlenecks - primary / secondary network Basic design guidelines: - design typologies for bike infra (path, SUP, lane, quiet street) - design typologies for intersections | develop Bike master plan in collaboration with Pinecrest | high | Draft presentation delivered 9-April-25 |
| Traffic calming / 20 mph zone | what input is needed from DUDT? - potential design features, gateways, more visible street hierarchy | | 20mph map proposed as part of Bike Network Masterplan, to be further discussed |
| Report / Development plan for bike network: overview of missing links, priority corridors and prioritized strategic projects | TBD | | draft delivered, to be developed with Pinecrest Staff |
| Strategic projects support | | | |
| <u>Already approved by the Village Council and in various stages of design:</u> | | | |
| Kendall Drive SUP. Start construction Q2 2025. pilot 1 continuous sidewalk Drive). Pinecrest is about to start design phase (may | concept design for intersection with minor side street design input / concepts / review join design session concepts for protected intersections | high med | concept delivered 14-feb-25 |
| Snapper Creek Canal SUP (67 Ave from Kendall to the Canal) Grant Phase | design input / concepts / review | | |
| Ludlam SUP Extension Project (from canal to US 1 – unincorporated Miami Dade County) – partner project – grant phase | design input / concepts / review | | |
| Study adding infrastructure sidewalk or SUP on 62 Avenue | design input / concepts / review | high | |
| Improvements to 120 Street and Old Cutler Road. Art project in design | David will draft technical design, we provide design input / concepts / review | high | |
| Red Road Linear Park Safety Improvement Project – seeking grant funding | design input / concepts / review | | |
| 104th St - 77 Ave intersection engineering drawings review is already in permitting; can be pulled back | concepts how to include bike infra? | high | review and revised concept design delivered 8-april-25 |
| 82 Ave Complete street design concepts review | our input on council approved direction; To do suggest protected intersection concepts | high | review document delivered 1-april-25 >follow up with concept designs for intersections |
| <u>Already designed but tabled projects:</u> | | | |
| SW 132 Ave from 82 Avenue to the School | | | |
| SUP 104 Street | | | |
| 60 Avenue Traffic Calming Study – recommended three roundabouts – only 1 built | | | |
| 72 Avenue Traffic Calming Study – recommended roundabout and two chicanes – only built roundabout | | | |
| <u>Other infrastructure projects in design for future construction:</u> | | | |
| US 1 Bridges Pedestrian/Cycling Bridges over \Dixie US1; County Project | Review TPO study (County), feasibility study bike/pedestrian bridges for 3 locations: North Metrorail, 104th St, 136th St | | |



| | | | |
|--------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| Gateways along Hwy 1; Pinecrest entrance look&feel | design input / concepts / review | | |
| 5 stormwater drainage projects | - will get you maps - opportunities for walking / cycling improvements? | | |
| Review SS4A study | | | |
| Assist the Village in reviewing and guiding the SS4A project done by the local consultant. | | | |
| On call assistance | | | |
| Various projects and activities, per request of the Village of Pinecrest | We offer on call consultancy services, on design, soft measures, network or strategic policy choices for active mobility (and related) for the future. | | |

