

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Emilio T. González, Ph.D.
City Manager

DATE: January 22, 2018

SUBJECT: Report of Evaluation Committee for RFQ No. 16-17-057, Architectural Services for Miscellaneous Projects for the Office of Capital Improvements

FROM: Annie Perez, CPPO, Director
Department of Procurement



ENCLOSURES: Response Security List, Evaluation Committee Score Sheets, and Evaluation Committee Appointment Memo

Background

On September 29, 2017, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 16-17-057 for the provision of Architectural Services for Miscellaneous Projects ("Services"), to procure a pool of architectural consultants for the Office of Capital Improvements ("OCI"). On November 1, 2017, fourteen (14) proposals were received in response to this solicitation. Subsequently, the proposals were reviewed by Procurement staff, upon which twelve (12) proposals were deemed responsive and responsible in accordance with the minimum requirements of the RFQ. Two (2) proposals, submitted by LIVS Associates, LLC, and Heery International, Inc., were deemed non-responsive and, therefore, disqualified from the procurement process for failure to meet the minimum requirements of the RFQ.

Summary of Evaluation

On January 17, 2018, the Evaluation Committee ("Committee") met and completed the evaluation of the twelve (12) responsive and responsible proposals following the guidelines stipulated in the solicitation. The proposals were evaluated pursuant to the five (5) evaluation criteria listed below:

Evaluation Criteria	Maximum Points (Per Committee Member)
1. Proposer's Experience and Qualifications	35
2. Proposer's Team Experience	35
3. Experience of Project Manager	10
4. Design Philosophy and Process	10
5. Technical Approach	10

Proposers who agreed to meet the Small Business Enterprise ("SBE") participation requirement by assigning certified SBE Firms with a "Local Office," as defined in the City of Miami (City) Procurement Code, Section 18-73, would be granted five (5) Bonus Points, in accordance with the RFQ and the City Procurement Code, Section 18-87, as amended. Six (6) Proposers, Gurri Matute, P.A., Ferguson Glasgow Schuster Soto, Inc., M.C. Harry and Associates, Inc., MOBIO Architecture, Inc., TSAO Design Group, Incorporated, and Leo A. Daly Company, met the SBE participation requirement using the "Local Office" criteria, and were granted five (5) Bonus Points.

The final scores are as follows:

Proposing Firm	Awarded Points (Maximum 500 Points)	Awarded Points Percentage
1. Ferguson Glasgow Schuster Soto, Inc.	479.00	95.80%
2. M.C. Harry and Associates, Inc.	475.75	95.15%
3. Wolfberg/Alvarez and Partners, Inc.	474.50	94.90%
4. Leo A. Daly Company	468.25	93.65%

5.	Rodriguez and Quiroga Architects Chartered	452.80	90.56%
6.	R.E. Chisholm Architects, Inc.	451.00	90.20%
7.	Carty Architecture, LLC	442.75	88.55%
8.	Gurri Matute, P.A.	442.50	88.50%
9.	Alleguez Architecture, Inc.	439.50	87.90%
10.	Diaz, Careno, Scotti & Partners, Inc.	436.20	87.24%
11.	MOBIO Architecture, Inc.	395.50	79.10%
12.	TSAO Design Group, Incorporated	388.05	77.61%

The composite and individual Committee member score sheets are attached as supporting documentation. As indicated in the table above, the top ten (10) scores ranged above eighty percent (80%) of the total possible points. Therefore, the Committee determined that the top ten (10) firms have the experience, qualifications, and expertise required to provide the Services. The Committee decided not to hold oral presentations, as the proposals did not require further clarification.

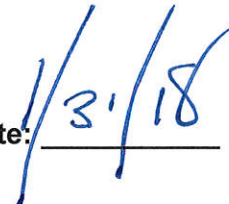
Recommendation

The Committee hereby requests authorization for Procurement, in collaboration with OCI, to commence negotiations with the top ten (10) firms, for the provision of Architectural Services for Miscellaneous Projects based on the immediate and projected needs of the City. The top ten (10) firms are qualified according to the specifications set forth in the RFQ and the technical evaluation completed by the Committee. The Committee further recommends that Procurement be authorized to cease negotiations after the Professional Services Agreements are successfully negotiated and subsequently awarded, in accordance with Section 18-87 of the City of Miami Code.

Approved: _____


Emilio T. González, Ph.D., City Manager

Date: _____


1/31/18

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer
- Alberto N. Parjus, Assistant City Manager
- Rafael Suarez-Rivas, Senior Assistant City Attorney
- Jeovanny Rodriguez, P.E., Director, OCI
- Hector Badia, Assistant Director, OCI
- Lydia Osborne, Ph. D., CPPO, CPPB, Assistant Director/Chief Negotiator, Procurement
- Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

CITY OF MIAMI OFFICE OF THE CITY CLERK
BID SECURITY LIST

BID ITEM: Architectural Services for Miscellaneous Projects

BID NUMBER: RFQ 16-17-057

DATE BID OPENED: November 1, 2017 TIME: 2:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
Gurri Matute, P.A.	N/A	N/A
Ferguson Glasgow Schuster Soto, Inc.	N/A	N/A
Alleguez Architecture, Inc.	N/A	N/A
MCHARRY ASSOCIATES Thomas M. Carson, AIA	N/A	N/A
Carty Architecture	N/A	N/A
MOBIO Architecture, Inc.	N/A	N/A
R.E. Chisholm Architects, Inc.	N/A	N/A
HEERY	N/A	N/A
Diaz, Careño, Scotti, & Partners, Inc.	N/A	N/A
TSAO DesignGroup	N/A	N/A
Leo A. Daly	N/A	N/A
Livs Associates	N/A	N/A
Rodriguez and Quiroga Architects Chartered	N/A	N/A
Wolfberg Alvarez & Partner's	N/A	N/A

Scott W. Speck
Person Receiving Bid(s)

Received (14) bid(s) on behalf: Procurement
City Department

On: 11/1/2017
Today's Date

PREPARED BY: Risa Castelli
Deputy City Clerk



**Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018
Composite**

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Committee Member	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.
Sandra Vega, Senior Project Manager Office of Capital Improvements City of Miami	81.00	95.00	88.00	95.00	88.00	68.00
Carlos Vasquez, Construction Manager Office of Capital Improvements City of Miami	95.00	99.00	97.00	98.00	93.00	91.00
Maria Mayela Pineda / LEED Green Associate, Assistant Director Public Works & Engineering Department City of Homestead	90.00	98.00	94.00	96.00	93.00	78.00
Mark Spanioli, P.E., Public Works Director Department of Public Works Village of Pinecrest	81.00	92.00	87.00	94.00	86.00	73.00
Jose Montoya, LEED®AP, Architect 3 Design and Construction Services Division, Internal Services Department Miami-Dade County	90.50	90.00	73.50	87.75	82.75	80.50
Preliminary Score:	437.50	474.00	439.50	470.75	442.75	390.50
Five (5) Bonus Points: 15% CBE Participation within City of Miami Boundaries	5.00	5.00	0.00	5.00	0.00	5.00
Total Score:	442.50	479.00	439.50	475.75	442.75	395.50
Ranking:	8	1	9	2	7	11

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer

Verifier: Anthony Rolle, Senior Procurement Contracting Officer

Signature: _____

Signature: _____



**Department of Procurement
Evaluation Committee Ranking Form - Part B
Wednesday, January 17, 2018
Composite**

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Committee Member	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.
Sandra Vega, Senior Project Manager Office of Capital Improvements City of Miami	96.00	86.00	61.00	90.00	82.00	97.00
Carlos Vasquez, Construction Manager Office of Capital Improvements City of Miami	98.00	94.00	82.00	99.00	100.00	97.00
Maria Mayela Pineda / LEED Green Associate, Assistant Director Public Works & Engineering Department City of Homestead	93.00	97.00	84.00	98.00	98.00	97.00
Mark Spanioli, P.E., Public Works Director Department of Public Works Village of Pinecrest	84.00	79.00	72.00	85.00	78.00	91.00
Jose Montoya, LEED®AP, Architect 3 Design and Construction Services Division, Internal Services Department Miami-Dade County	80.00	80.20	84.05	91.25	94.80	92.50
Preliminary Score:	451.00	436.20	383.05	463.25	452.80	474.50
Five (5) Bonus Points: 15% CBE Participation within City of Miami Boundaries	0.00	0.00	5.00	5.00	0.00	0.00
Total Score:	451.00	436.20	388.05	468.25	452.80	474.50
Ranking:	6	10	12	4	5	3

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer

Verifier: Anthony Rolle, Senior Procurement Contracting Officer

Signature: _____

Signature: _____



Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.	Comments
Proposer's Experience and Qualifications	35	30	35	34	35	30	25	
Proposer's Team Experience	35	30	34	30	34	34	25	
Experience of Project Manager	10	7	9	9	9	8	6	
Design Philosophy and Process	10	7	8	8	8	8	6	
Technical Approach	10	7	9	7	9	8	6	
Final Score		81	95	88	95	88	68	

Committee Member: Sandra Vega, Senior Project Manager, Office of Capital Improvements, City of Miami



Department of Procurement
Evaluation Committee Ranking Form - Part B
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.	Comments
Proposer's Experience and Qualifications	35	34	32	20	32	30	34	
Proposer's Team Experience	35	34	30	20	32	30	34	
Experience of Project Manager	10	9	9	7	9	8	10	
Design Philosophy and Process	10	10	8	7	8	7	10	
Technical Approach	10	9	7	7	9	7	9	
Final Score		96	86	61	90	82	97	

Committee Member: Sandra Vega, Senior Project Manager, Office of Capital Improvements, City of Miami



Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.	Comments
Proposer's Experience and Qualifications	35	35	35	35	35	35	35	
Proposer's Team Experience	35	35	35	35	35	30	30	
Experience of Project Manager	10	10	10	10	10	10	9	
Design Philosophy and Process	10	8	9	8	9	9	9	
Technical Approach	10	7	10	9	9	9	8	
Final Score		95	99	97	98	93	91	

Committee Member: Carlos Vasquez, Construction Manager, Office of Capital Improvements, City of Miami



Department of Procurement
Evaluation Committee Ranking Form - Part B
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.	Comments
Proposer's Experience and Qualifications	35	35	30	25	35	35	35	
Proposer's Team Experience	35	35	35	30	35	35	35	
Experience of Project Manager	10	10	10	9	10	10	9	
Design Philosophy and Process	10	9	9	9	10	10	9	
Technical Approach	10	9	10	9	9	10	9	
Final Score		98	94	82	99	100	97	

Committee Member: Carlos Vasquez, Construction Manager, Office of Capital Improvements, City of Miami



Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.	Comments
Proposer's Experience and Qualifications	35	32	35	34	35	34	28	
Proposer's Team Experience	35	32	35	34	34	34	31	
Experience of Project Manager	10	9	10	9	9	9	6	
Design Philosophy and Process	10	9	9	9	9	8	7	
Technical Approach	10	8	9	8	9	8	6	
Final Score		90	98	94	96	93	78	

Committee Member: Maria Mayela Pineda / LEED Green Associate, Assistant Director, Public Works & Engineering Department, City of Homestead



Department of Procurement
Evaluation Committee Ranking Form - Part B
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.	Comments
Proposer's Experience and Qualifications	35	34	34	30	35	35	35	
Proposer's Team Experience	35	33	35	30	35	35	34	
Experience of Project Manager	10	9	10	8	10	9	9	
Design Philosophy and Process	10	9	9	8	9	10	10	
Technical Approach	10	8	9	8	9	9	9	
Final Score		93	97	84	98	98	97	

Committee Member: Maria Mayela Pineda / LEED Green Associate, Assistant Director, Public Works & Engineering Department, City of Homestead



Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.	Comments
Proposer's Experience and Qualifications	35	25	34	34	34	32	25	
Proposer's Team Experience	35	32	32	32	32	32	28	
Experience of Project Manager	10	8	10	7	10	5	7	
Design Philosophy and Process	10	8	8	7	8	7	7	
Technical Approach	10	8	8	7	10	10	6	
Final Score		81	92	87	94	86	73	

Committee Member: Mark Spanioli, P.E., Director of Public Works, Public Works Department, Village of Pinecrest



Department of Procurement
 Evaluation Committee Ranking Form - Part B
 Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.	Comments
Proposer's Experience and Qualifications	35	30	30	25	30	30	30	
Proposer's Team Experience	35	32	28	25	32	32	32	
Experience of Project Manager	10	7	7	6	9	6	9	
Design Philosophy and Process	10	9	6	8	6	3	10	
Technical Approach	10	6	8	8	8	7	10	
Final Score		84	79	72	85	78	91	

Committee Member: Mark Spanioli, P.E., Director of Public Works, Public Works Department, Village of Pinecrest



Department of Procurement
Evaluation Committee Ranking Form - Part A
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	Gurri Matute, P.A.	Ferguson Glasgow Schuster Soto, Inc.	Alleguez Architecture, Inc.	M.C. Harry and Associates, Inc.	Carty Architecture, LLC	MOBIO Architecture, Inc.	Comments
Proposer's Experience and Qualifications	35	33.25	31.5	26.25	33.25	29.75	28	
Proposer's Team Experience	35	29.75	31.5	22.75	28	28	28	
Experience of Project Manager	10	9	9.5	8.5	9	8.5	8	
Design Philosophy and Process	10	9.5	9.5	8	8.5	9	9	
Technical Approach	10	9	8	8	9	7.5	7.5	
Final Score		90.5	90	73.5	87.75	82.75	80.5	

Committee Member: Jose Montoya, LEED®AP, Architect 3, Design and Construction Services Division, Miami-Dade County Internal Services Department



Department of Procurement
Evaluation Committee Ranking Form - Part B
Wednesday, January 17, 2018

Solicitation Title: Architectural Services for Miscellaneous Projects

Request for Qualifications (RFQ) No.: 16-17-057

Evaluation Criteria	Maximum Points	R.E. Chisholm Architects, Inc.	Diaz, Carreno, Scotti & Partners, Inc.	TSAO Design Group, Incorporated	Leo A. Daly Company	Rodriguez and Quiroga Architects Chartered	Wolfberg/Alvarez and Partners, Inc.	Comments
Proposer's Experience and Qualifications	35	26.25	28	28	33.25	33.25	33.25	
Proposer's Team Experience	35	29.75	28.7	29.75	31.5	33.25	33.25	
Experience of Project Manager	10	7	6.5	7.5	9.5	9.5	9	
Design Philosophy and Process	10	8.5	8.5	9.3	8	9.3	8.5	
Technical Approach	10	8.5	8.5	9.5	9	9.5	8.5	
Final Score		80	80.2	84.05	91.25	94.8	92.5	


Committee Member: Jose Montoya, LEED®AP, Architect 3, Design and Construction Services Division, Miami-Dade County Internal Services Department

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Daniel J. Alfonso
City Manager

DATE: December 8, 2017 FILE:

SUBJECT: Evaluation Committee Appointments for
Architectural Services for Miscellaneous Projects
for the Office of Capital Improvements

FROM: Annie Perez, CPPO, Director 
Department of Procurement

REFERENCES: RFQ No. 16-17-057

In accordance with Section 18-86(c)(6) of the City of Miami Code, the Department of Procurement (Procurement), on behalf of the Office of Capital Improvements (OCI), requests your approval of the appointment of the below listed professionals to the Evaluation/Selection Committee (Committee), to evaluate and score the proposals submitted in response to Request for Qualifications No. 16-17-057 for Architectural Services for Miscellaneous Projects (RFQ), issued on September 29, 2017.

The Committee shall be comprised of professionals that have the requisite knowledge and experience to evaluate the proposals pursuant to the criteria established in the RFQ.

Chairperson (non-voting)

Sade Chaney, Senior Procurement Contracting Officer, Procurement, City of Miami (COM)

City of Miami Staff (voting)

1. Sandra Vega, Senior Project Manager, Office of Capital Improvements (OCI), COM
2. Carlos Vasquez, Construction Manager, OCI, COM

External Committee Members (voting)

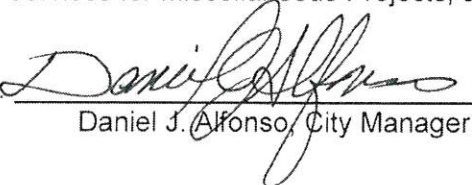
1. Maria Mayela Pineda / LEED Green Associate, Assistant Director, Public Works & Engineering Department, City of Homestead
2. Mark Spanioli, P.E., Public Works Director, Village of Pinecrest
3. Jose Montoya, LEED@AP, Architect 3, Design and Construction Services Division, Miami-Dade County Internal Services Department

Alternate Committee Members (voting)

Jose L. Oliveros, Chief Project Manager, OCI, COM

Your signature below affirms your appointment of this Committee for the evaluation of proposals for Architectural Services for Miscellaneous Projects, as solicited under RFQ No. 16-17-057.

APPROVED


Daniel J. Alfonso, City Manager

12-12-17
Date

AP:sc

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer, City Manager's Office
Alberto N. Parjus, Assistant City Manager, City Manager's Office
Rafael Suarez-Rivas, Senior Assistant City Attorney, City Attorney's Office
Jeovanny Rodriguez, P.E., Director, Office of Capital Improvements
Hector Badia, Assistant Director, Office of Capital Improvements
Lydia Osborne, Ph.D., CPPO, CPPB, Assistant Director/Chief Negotiator, Procurement

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