

**CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM**

TO: Honorable City of Miami Commissioners and Honorable Mayor of the City of Miami **DATE:** May 14, 2018

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



SUBJECT: Report of Evaluation Committee for RFQ No. 16-17-034, Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Terrace - FDOT LAP Project B-30624

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

In accordance with Section 18-87(i) of the City of Miami Code, attached please find the Report of the Evaluation Committee for the subject solicitation.

AP:sc

- c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekwebaba, Ph.D., P.E., Assistant City Manager
Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
Rafael Suarez-Rivas, Chief Assistant City Attorney
Todd B. Hannon, City Clerk
Steven C. Williamson, Director, Office of Capital Improvements (OCI)
Hector Badia, Assistant Director, OCI
Annie Perez, CPPO, Director, Department of Procurement (Procurement)
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, FLORIDA
INTER-OFFICE MEMORANDUM**

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

DATE: May 14, 2018

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Report of Evaluation Committee for RFQ No. 16-17-034, Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Terrace - FDOT LAP Project B-30624

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

Background

On August 18, 2017, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 16-17-034 for the provision of Construction Engineering and Inspection ("CEI") Services for Overtown Greenway at NW 11th Terrace - FDOT LAP Project B-30624 ("Project"), for the Office of Capital Improvements ("OCI"). On October 11, 2017, three (3) proposals were received in response to this solicitation. Subsequently, the proposals were reviewed by Procurement staff upon which all three (3) proposals were deemed responsive in accordance with the minimum qualifications and submission requirements of the RFQ.

Summary of Evaluation

On May 3, 2018, the Evaluation Committee ("Committee") met and completed the evaluation of the three (3) responsive 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 Senior Project Administrator/Engineer	10
4. CEI Philosophy, Methodology and Process	10
5. Technical Approach	10

The final scores are as follows:

Proposing Firm	Awarded Points (Maximum 300 Points)	Awarded Points Percentage
1. Calvin, Giordano & Associates, Inc.	265	88.3%
2. R.J. Behar & Company, Inc.	263	87.7%
3. Metric Engineering Inc.	248	82.7%

The tabulation and individual Committee member score sheets are attached as supporting documentation. The Committee decided not to hold oral presentations, as the proposals did not require further clarification.

Other Information

Due to extenuating circumstances, two of the original voting Committee members, Messrs. Frank Lezcano and Manuel Mejido, were unable to participate on the Committee. As a result, in accordance with Section 18.542(12)(a) of the City Code, Procurement proceeded with the evaluation of the proposals with the remaining committee members, Mr. Alejandro Barrios, Mr. John De Pazos, and Mr. Giraldo Marquez, the alternate.

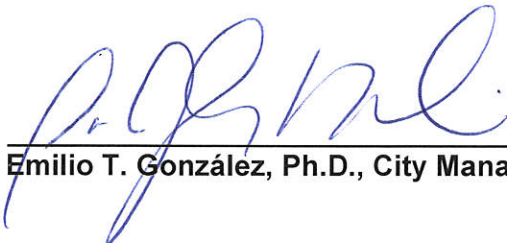
Consensus Statement

The highest ranked firm, Calvin, Giordano & Associates, Inc. ("CGA"), received a total of 265 points out of a maximum total of 300 points. The Committee determined that inclusive of CGA's experience with FDOT projects, CGA has assembled a team of professionals qualified to provide comprehensive CEI services for the Overtown Greenway at NW 11th Terrace - FDOT LAP Project.

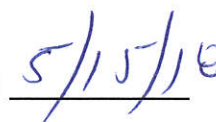
Recommendation

The Committee hereby requests authorization for Procurement, in collaboration with the nominated Negotiations Committee, Messrs. Hector Badia and Giraldo Marquez from OCI, to commence negotiations with the highest ranked firm, for a Professional Services Agreement ("PSA") for the provision of Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Terrace - FDOT LAP Project B-30624. All firms are qualified according to the specifications set forth in the RFQ and the technical evaluation completed by the Committee. Therefore, should negotiations fail with the highest ranked firm; the Committee recommends commencing negotiations with the next ranked firm, and so on. The Committee further recommends that Procurement be authorized to cease negotiations after a PSA is 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:



- c: Joseph F. Napoli, Deputy City Manager
- Nzeribe Ihekwa, Ph.D., P.E., Assistant City Manager
- Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
- Rafael Suarez-Rivas, Chief Assistant City Attorney
- Steven C. Williamson, 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

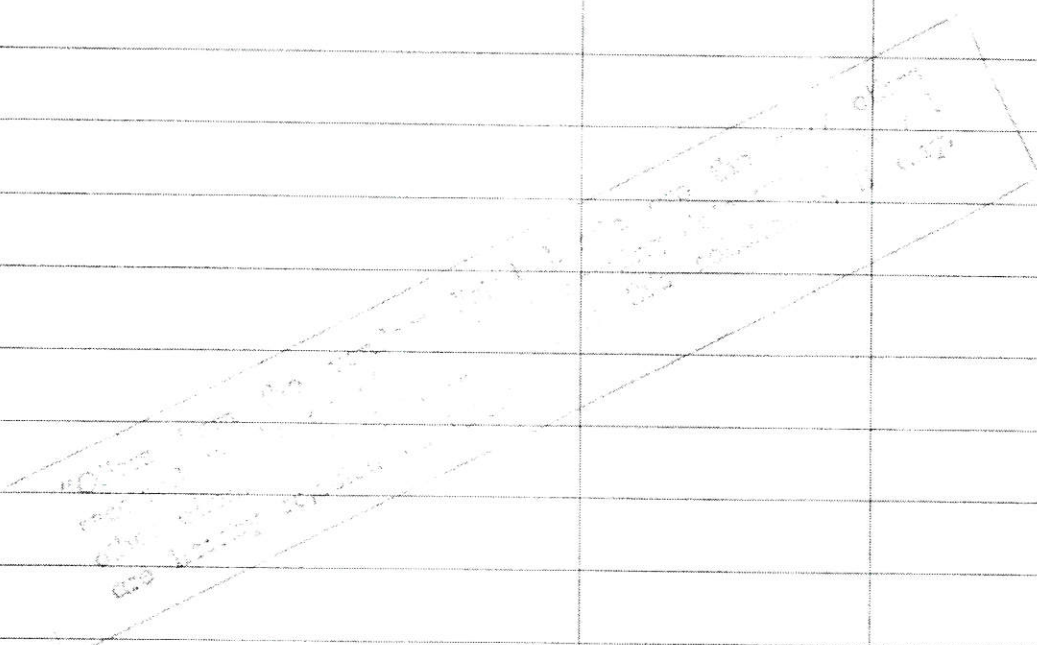
CITY OF MIAMI OFFICE OF THE CITY CLERK
BID SECURITY LIST

BID ITEM: Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Terrace - B-30624

BID NUMBER: RFQ 16-17-034

DATE BID OPENED: October 11, 2017 **TIME:** 2:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
Metric Engineering	See attached	See attached
R.J. Behar & Company, Inc.	See attached	See attached
Calvin, Giordano & Associates, Inc.	See attached	See attached



 Person Receiving Bid(s)

Received (3) bid(s) on behalf: Procurement
 City Department

On: _____
 Today's Date

PREPARED BY: _____
 Deputy City Clerk



EVALUATION COMMITTEE MEETING
Thursday, May 3, 2018

DEPARTMENT OF PROCUREMENT
REQUEST FOR QUALIFICATIONS (RFQ) 16-17-034
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR
OVERTOWN GREENWAY AT NW 11TH TERRACE - FDOT LAP
PROJECT B-30624

Emilio T. González, Ph. D., City Manager
Annie Perez, CPPO, Director of Procurement Steven C. Williamson, Director, OCI

EVALUATION COMMITTEE MEMBERS

John De Pazos (OCI/COM)

Giraldo "Gerry" Marquez (OCI/COM)

Alejandro Barrios (Miami-Dade County)

SUB-TOTAL QUALITATIVE SCORES

TOTAL SCORES

FINAL RANK

TABULATION SHEET
RFQ NO. 16-17-034

NAME OF FIRM(S)

	NAME OF FIRM(S)	John De Pazos (OCI/COM)	Giraldo "Gerry" Marquez (OCI/COM)	Alejandro Barrios (Miami-Dade County)	SUB-TOTAL QUALITATIVE SCORES	TOTAL SCORES	FINAL RANK
1	Metric Engineering Inc.						
	1A - Proposer's Experience and Qualifications (Max. 35 points)	28	30	32	90		
	2A - Proposer's Team Experience (Max. 35 points)	28	29	30	87		
	3A - Experience of Senior Project Administrator/Engineer (Max. 10 points)	6	8	9	23		
	4A - CEI Philosophy, Methodology and Process (Max. 10 points)	8	8	9	25		
	5A - Technical Approach (Max. 10 points)	7	8	8	23		
	Qualitative Scores	77	83	88		248	3



EVALUATION COMMITTEE MEETING
Thursday, May 3, 2018

DEPARTMENT OF PROCUREMENT
REQUEST FOR QUALIFICATIONS (RFQ) 16-17-034
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR
OVERTOWN GREENWAY AT NW 11TH TERRACE - FDOT LAP
PROJECT B-30624

Emilio T. González, Ph. D., City Manager
Annie Perez, CPPO, Director of Procurement Steven C. Williamson, Director, OCI

EVALUATION COMMITTEE MEMBERS

John De Pazos (OCI/COM)

Giraldo "Gerry" Marquez (OCI/COM)

Alejandro Barrios (Miami-Dade County)

SUB-TOTAL QUALITATIVE SCORES

TOTAL SCORES

FINAL RANK

TABULATION SHEET
RFQ NO. 16-17-034

		John De Pazos (OCI/COM)	Giraldo "Gerry" Marquez (OCI/COM)	Alejandro Barrios (Miami-Dade County)	SUB-TOTAL QUALITATIVE SCORES	TOTAL SCORES	FINAL RANK
2	R.J. Behar & Company, Inc.						
	1A - Proposer's Experience and Qualifications (Max. 35 points)	27	29	34	90		
	2A - Proposer's Team Experience (Max. 35 points)	27	31	34	92		
	3A - Experience of Senior Project Administrator/Engineer (Max. 10 points)	9	9	9	27		
	4A - CEI Philosophy, Methodology and Process (Max. 10 points)	9	8	9	26		
	5A - Technical Approach (Max. 10 points)	9	9	10	28		
	Qualitative Scores	81	86	96		263	2



EVALUATION COMMITTEE MEETING
Thursday, May 3, 2018

DEPARTMENT OF PROCUREMENT
REQUEST FOR QUALIFICATIONS (RFQ) 16-17-034
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR
OVERTOWN GREENWAY AT NW 11TH TERRACE - FDOT LAP
PROJECT B-30624

Emilio T. González, Ph. D., City Manager
Annie Perez, CPPO, Director of Procurement Steven C. Williamson, Director, OCI

EVALUATION COMMITTEE MEMBERS

John De Pazos (OCI/COM)

Giraldo "Gerry" Marquez (OCI/COM)

Alejandro Barrios (Miami-Dade County)

SUB-TOTAL QUALITATIVE SCORES

TOTAL SCORES

FINAL RANK

TABULATION SHEET
RFQ NO. 16-17-034

		John De Pazos (OCI/COM)	Giraldo "Gerry" Marquez (OCI/COM)	Alejandro Barrios (Miami-Dade County)	SUB-TOTAL QUALITATIVE SCORES	TOTAL SCORES	FINAL RANK
3	Calvin, Giordano & Associates, Inc.						
	1A - Proposer's Experience and Qualifications (Max. 35 points)	30	31	32	93		
	2A - Proposer's Team Experience (Max. 35 points)	30	31	32	93		
	3A - Experience of Senior Project Administrator/Engineer (Max. 10 points)	9	9	8	26		
	4A - CEI Philosophy, Methodology and Process (Max. 10 points)	9	8	9	26		
	5A - Technical Approach (Max. 10 points)	9	9	9	27		
	Qualitative Scores	87	88	90		265	1



EVALUATION COMMITTEE MEETING Thursday, May 3, 2018 DEPARTMENT OF PROCUREMENT REQUEST FOR QUALIFICATIONS (RFQ) 16-17-034 CONSTRUCTION ENGINEERING AND INSPECTION SERVICES FOR OVERTOWN GREENWAY AT NW 11TH TERRACE - FDOT LAP PROJECT B-30624 Emilio T. González, Ph. D., City Manager Annie Perez, CPPO, Director of Procurement Steven C. Williamson, Director, OCI					EVALUATION SCORES BY COMMITTEE				EVALUATION SCORES BY CRITERIA					Total Points	Total Points Percentage	FINAL RANKING
SUMMARY TABULATION SHEET RFQ NO. 16-17-034					John De Pazos (OCI/COM)	Giraldo "Gerry" Marquez (OCI/COM)	Alejandro Barrios (Miami-Dade County)	Total Qualitative Points (All Committee Members)	Proposer's Qualifications and Experience	Proposer's Team Experience	Experience of Senior Project Administrator/Engineer	CEI Philosophy, Methodology and Process	Technical Approach			
Name	Score JP	Score GM	Score AB	TQP1	Criteria 1	Criteria 2	Criteria 22	Criteria 3	Criteria 4	TQP2	TQP3	Percentage	Final			
Calvin, Giordano & Associates, Inc.	87	88	90	265	93	93	26	26	27	265	265	88.3%	1			
R.J. Behar & Company, Inc.	81	86	96	263	90	92	27	26	28	263	263	87.7%	2			
Metric Engineering Inc.	77	83	88	248	90	87	23	25	23	248	248	82.7%	3			

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

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

DATE: April 10, 2018

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Evaluation Committee Appointments for Construction Engineering and Inspection Services for Overtown Greenway at NW 11th Terrace - FDOT LAP Project B-30624 for the Office of Capital Improvements

REFERENCES: RFQ No. 16-17-034

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). The Committee will be tasked with evaluating and scoring the proposals submitted in response to Request for Qualifications (RFQ) No. 16-17-034 for Construction Engineering and Inspection (CEI) Services for Overtown Greenway at NW 11th Terrace - Florida Department of Transportation (FDOT) Local Agency Program (LAP) Project B-30624 (the Project), issued on August 18, 2017.

After multiple attempts, Procurement could not confirm a fifth Committee member from outside City employment. Therefore, Procurement is seeking approval to proceed with the evaluation of the proposals, with four (4) Committee Members, in accordance with Section 18-542(12)(a) of the City of Miami Code (see attached).

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, Sr. Procurement Contracting Officer, Procurement, City of Miami (COM)

City of Miami Staff (voting)

1. John De Pazos, Senior Project Manager, Office of Capital Improvements (OCI), COM
2. Manuel Mejido, Project Manager, OCI, COM

External Committee Members (voting)


1. Frank Lezcano, Engineer III, Department of Regulatory and Economic Resources, Miami-Dade County (MDC)
2. Alejandro Barrios, Manager, Department of Transportation and Public Works, MDC

Alternate Committee Members (voting)

Giraldo "Gerry" Marquez, Chief Design Manager, OCI, COM

Your signature below affirms your appointment of this Committee for the evaluation of proposals for the Project, as solicited under RFQ No. 16-17-034.

APPROVED:


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


Date

AP:sc

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer, City Manager's Office
Nzeribe Ihekwa, Ph.D., P.E., Chief of Operations/Assistant City Manager

PR17479

Steven C. Williamson, Director, OCI
Hector Badia, Assistant Director, OCI
Rafael Suarez-Rivas, Senior Assistant City Attorney
Lydia Osborne, Ph.D., CPPO, CPPB, Assistant Director/Chief Negotiator, Procurement
Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

Sec. 18-542. - Financial integrity principles.

(12) *Evaluation committees.*

- a. *Solicitations.* An evaluation committee, consisting of a majority of citizen and/or business appointees from outside city employment, shall be created, to the extent feasible, to review city solicitations ("requests for proposals," "requests for qualifications," etc.). The recommendation(s) of the evaluation committee shall be provided to the mayor and city commission on all such solicitations prior to presentation to the city commission for official action.

(Ord. No. 11890, § 4, 2-10-00; Ord. No. 12113, § 1, 9-25-01; Ord. No. 12276, § 2, 9-11-02; Ord. No. 12353, § 2, 4-10-03; Ord. No. 12427, § 2, 10-23-03; Ord. No. 12518, § 2, 3-25-04; Ord. No. 12727, § 2, 9-22-05; Ord. No. 13107, § 2, 10-8-09; Ord. No. 13212, § 2, 10-14-10; Ord. No. 13303, § 2, 1-12-12)