

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Daniel J. Alfonso
City Manager

DATE: December 6, 2017

SUBJECT: Report of Evaluation Committee for RFQ No. 16-17-005, Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services for the Office of Capital Improvements

FROM: Annie Perez, CPPO, Director
Department of Procurement

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

Background

On September 5, 2017, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 16-17-005 for the provision of Miscellaneous Mechanical, Electrical, and Plumbing (MEP) Engineering Services ("Services") to procure a pool of MEP engineering consultants, for the Office of Capital Improvements ("OCI"). On October 16, 2017, four (4) proposals were received in response to this solicitation. Subsequently, the proposals were reviewed by Procurement staff, and deemed responsive and responsible in accordance with the minimum, and submission requirements of the RFQ.

Summary of Evaluation

On November 29, 2017, the Evaluation Committee ("Committee") met and completed the evaluation of the four (4) 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	30
2. Proposer's Team Experience	30
3. Experience of Project Manager	15
4. Design Philosophy and Process	10
5. Technical Approach	15

Proposers who agreed to meet the Community Business Enterprise ("CBE") participation requirement by assigning certified CBE Firms with a "Local Office", as defined in City Procurement Code, Section 18-73, would be granted five (5) Bonus Points, in accordance with the RFQ and City Procurement Code, Section 18-87, as amended. Only one (1) Proposer, T.Y. Lin International, met the CBE participation requirement using the "Local Office" criteria, and was granted five (5) Bonus Points.

The final scores are as follows:

Proposing Firm	Awarded Points (Maximum 505 Points)	Awarded Points Percentage
1. T.Y. Lin International	458	91.6%
2. TLC Engineering for Architecture, Inc.	417	83.4%
3. SGM Engineering, Inc.	397	79.4%
4. Louis J. Aguirre & Associates, P.A.	376	75.2%

The composite and individual Committee member score sheets are attached as supporting documentation. As indicated in the table above, the scores ranged from seventy-five (75) percent and above. Therefore, the Committee determined that all 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 all four (4) firms, for the provision of Miscellaneous MEP Engineering Services based on the immediate and projected needs of the City. All 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 all four (4) Professional Services Agreements are successfully negotiated and subsequently awarded, in accordance with Section 18-87 of the City of Miami Code.

Approved: _____


Daniel J. Alfonso, City Manager

Date: _____

12-14-17

- 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



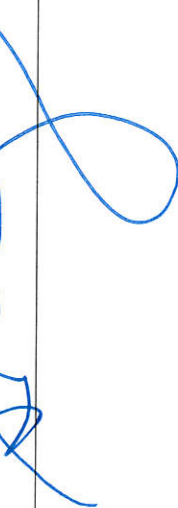
**Department of Procurement
Evaluation Committee Ranking Form
Wednesday, November 29, 2017
Composite**

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services **Request for Qualifications (RFQ) No.:** 16-17-005

Committee Member	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.
Jose L. Oliveros, Chief Project Manager Office of Capital Improvements City of Miami	72.00	85.00	74.00	70.00
Brandan DeCaro, RA, Project Manager Office of Capital Improvements City of Miami	81.00	84.00	82.00	74.00
Victor Fernandez-Cuervo, PE, ENV SP Engineer 3 - Consent Decree Program Miami-Dade Water and Sewer Department	83.00	94.00	90.00	85.00
Andrew Burgess, PE, CGC, CMC, CEM®, CMVP, CBCP, LEED® AP Energy Management Specialist, Design and Construction Services Division Miami-Dade County Internal Services Department	74.00	91.00	89.00	88.00
Mercedes Sosa Manager - Cost & Scheduling Section Miami-Dade Transportation and Public Works Department	66.00	99.00	82.00	80.00
Preliminary Score:	376.00	453.00	417.00	397.00
Five (5) Bonus Points: 15% CBE Participation within City of Miami Boundaries	0.00	5.00	0.00	0.00
Total Score:	376.00	458.00	417.00	397.00
Ranking:	4	1	2	3

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer

Verifier: Annie Perez, CPPO, Director

Signature: _____


Signature: _____




Department of Procurement
Evaluation Committee Ranking Form
 Wednesday, November 29, 2017

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services

Request for Qualifications (RFQ) No.: 16-17-005

Evaluation Criteria	Maximum Points	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.	Comments
Proposer's Experience and Qualifications	30	25	25	22	18	
Proposer's Team Experience	30	20	25	20	20	
Experience of Project Manager	15	14	13	12	13	
Design Philosophy and Process	10	5	8	8	7	
Technical Approach	15	8	14	12	12	
Final Score		72	85	74	70	

Committee Member: Jose L. Oliveros, Chief Project Manager, Office of Capital Improvements, City of Miami



Department of Procurement
Evaluation Committee Ranking Form
Wednesday, November 29, 2017

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services

Request for Qualifications (RFQ) No.: 16-17-005

Evaluation Criteria	Maximum Points	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.	Comments
Proposer's Experience and Qualifications	30	26	28	30	24	
Proposer's Team Experience	30	26	22	24	24	
Experience of Project Manager	15	15	12	10	8	
Design Philosophy and Process	10	4	8	6	8	
Technical Approach	15	10	14	12	10	
Final Score		81	84	82	74	

Committee Member: **Brandan DeCaro, RA, Project Manager, Office of Capital Improvements, City of Miami**



Department of Procurement
Evaluation Committee Ranking Form
Wednesday, November 29, 2017

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services Request for Qualifications (RFQ) No.: 16-17-005

Evaluation Criteria	Maximum Points	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.	Comments
Proposer's Experience and Qualifications	30	27	28	28	27	
Proposer's Team Experience	30	26	28	27	27	
Experience of Project Manager	15	15	14	13	12	
Design Philosophy and Process	10	6	10	9	8	
Technical Approach	15	9	14	13	11	
Final Score		83	94	90	85	

Committee Member: Victor Fernandez-Cuervo, PE, ENV SP, Engineer 3 - Consent Decree Program, Miami-Dade Water and Sewer Department



Department of Procurement
 Evaluation Committee Ranking Form
 Wednesday, November 29, 2017

Request for Qualifications (RFQ) No.: 16-17-005

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services

Evaluation Criteria	Maximum Points	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.	Comments
Proposer's Experience and Qualifications	30	25	29	27	28	
Proposer's Team Experience	30	23	25	24	26	
Experience of Project Manager	15	13	14	14	13	
Design Philosophy and Process	10	6	9	10	8	
Technical Approach	15	7	14	14	13	
Final Score		74	91	89	88	

Committee Member: Andrew Burgess, PE, CGC, CMC, CEM®, CMVP, CBCP, LEED® AP, Energy Management Specialist, Design and Construction Services Division, Miami-Dade County Internal Services Department



Department of Procurement
 Evaluation Committee Ranking Form
 Wednesday, November 29, 2017

Solicitation Title: Miscellaneous Mechanical, Electrical, and Plumbing Engineering Services Request for Qualifications (RFQ) No.: 16-17-005

Evaluation Criteria	Maximum Points	Louis J. Aguirre & Associates, P.A.	T.Y. Lin International	TLC Engineering for Architecture, Inc.	SGM Engineering, Inc.	Comments
Proposer's Experience and Qualifications	30	20	30	23	23	
Proposer's Team Experience	30	20	30	23	23	
Experience of Project Manager	15	15	15	15	12	
Design Philosophy and Process	10	3	9	8	9	
Technical Approach	15	8	15	13	13	
Final Score		66	99	82	80	


Committee Member: Mercedes Sosa, Manager - Cost & Scheduling Section, Miami-Dade Transportation and Public Works Department

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Daniel J. Alfonso
City Manager

DATE: October 30, 2017 FILE:

SUBJECT: Evaluation Committee Appointments for
Miscellaneous Mechanical, Electrical, and
Plumbing Engineering Services for the Office of
Capital Improvements


FROM: Annie Perez, CPPO, Director
Department of Procurement

REFERENCES: RFQ No. 16-17-005

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. 16-17-005 for Miscellaneous Mechanical, Electrical, and Plumbing (MEP) Engineering Services (RFQ), issued on September 5, 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. Jose L. Oliveros, Chief Project Manager, Office of Capital Improvements (OCI), COM
2. Brandon DeCaro, Project Manager, OCI, COM

External Committee Members (voting)

1. Victor Fernandez-Cuervo, PE, ENV SP, Engineer 3 - Consent Decree Program, Miami-Dade Water and Sewer Department
2. Andrew Burgess, PE, CGC, CMC, CEM®, CMVP, CBCP, LEED® AP, Energy Management Specialist, Design and Construction Services Division, Miami-Dade County Internal Services Department
3. Mercedes Sosa, Manager, Cost & Scheduling Section, Miami-Dade Transportation and Public Works Department

Alternate Committee Members (voting)

Angel O. Gonzalez, Assistant Superintendent, Water Production and Maintenance Division, Miami-Dade Water and Sewer Department

Your signature below affirms your appointment of these professionals to serve as Committee members for Miscellaneous MEP Engineering Services, as solicited under RFQ No. 16-17-005.

APPROVED: 

Daniel J. Alfonso, City Manager

11-3-17
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

PR17322

Rafael Suarez-Rivas, Senior Assistance 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, Procurement