

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

**TO:** Daniel J. Alfonso  
City Manager

**DATE:** December 18, 2015

**FILE:**

**SUBJECT:** Report of Evaluation  
Committee for RFQ No.:14-15-036  
Miscellaneous Landscape Architectural  
Services for Capital Improvements and  
Transportation Program (CITP)

**FROM:** Annie Perez, CPPO *AP*  
Director of Procurement

**ENCLOSURES:**  
Response Security List, Evaluation  
Committee Ranking Forms, Evaluation  
Committee Appointment Memo

The City issued Request for Qualifications (RFQ) No. 14-15-036 for the provision of Miscellaneous Landscape Architectural Services for the Capital Improvements and Transportation Program (CITP). The RFQ was issued through a sealed proposal process, under full and open competition. Six (6) proposals were received.

On December 16, 2015, the Evaluation Committee (Committee) met and completed the evaluation of the six (6) responsive and responsible proposals following the guidelines in the solicitation. The proposals were evaluated on the five (5) main evaluation criteria listed below:

<u>Evaluation Criteria</u>	<u>Maximum Points</u> (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

The final scores are as follows:

<u>Overall Ranking</u>	<u>Awarded Points</u> (Maximum 300 Points)
1. Kimley-Horn and Associates, Inc.	296
2. Chen Moore & Associates, Inc.	288
3. AECOM Technical Services, Inc.	287
4. Miller Legg & Associates, Inc.	282
5. Curtis + Rogers Design Studio, Inc.	278
6. Savino & Miller Design Studio, P.A.	275

PR 16038

**Recommendation**

The Committee hereby requests approval for the Procurement Department (Procurement), in collaboration with CITP, to commence negotiations with the four (4) highest ranked firms for the provision of Miscellaneous Landscape Architectural Services. Should negotiations fail with any of the four (4) highest ranked firms; the Committee recommends commencing negotiations with the next highest ranked firms and so on. The Committee further recommends that Procurement be authorized to cease negotiations after four (4) Professional Services Agreements are successfully negotiated and subsequently awarded.

Approved: \_\_\_\_\_

  
**Daniel J. Alfonso, City Manager**

Date: \_\_\_\_\_

12/22/2015

- cc: Fernando Casamayor, Assistant City Manager/Chief Financial Officer  
Alberto N. Parjus, Assistant City Manager/Chief Infrastructure Officer  
Pablo R. Velez, Assistant City Attorney  
Jeovanny Rodriguez, PE, Director, CITP  
Lydia Osborne, CPPO, Assistant Director, Procurement  
Anthony Rolle, Interim Procurement Contracting Manager, Procurement

**CITY OF MIAMI OFFICE OF THE CITY CLERK  
BID SECURITY LIST**

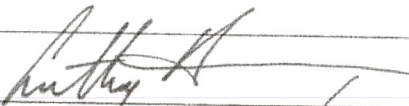
**BID ITEM:** Miscellaneous Landscape Architectural Services

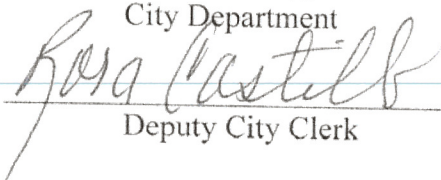
**BID NUMBER:** RFQ No. 14-15-036

**DATE BID OPENED:** October 14, 2015 **TIME:** 2:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
AECOM	N/A	N/A
Curtis + Rogers Design Studio, Inc.	N/A	N/A
Kimley Horn	N/A	N/A
Savino & Miller Design Studio	N/A	N/A
Miller Legg	N/A	N/A
Chen Moore & Associates	N/A	N/A

"Offers from the vendors listed herein for the City of Miami  
 received timely on or after the above stated date and time.  
 Other offers submitted in response to this solicitation, if any,  
 are hereby rejected as invalid."

  
 \_\_\_\_\_  
 Person Receiving Bid(s)  
 On: 10/14/2015  
 Today's Date

Received (6) bid(s) on behalf: Procurement  
 City Department  
 PREPARED BY:   
 Deputy City Clerk





City of Miami  
 Capital Improvements Program  
 Evaluation Committee Final Ranking Form  
 12/16/2015 at 8:30 a.m.

Project Title: Miscellaneous Landscape Architectural Services

RFQ No.: 14-15-036

Committee Member	AECOM	Curtis + Rogers Design Studio, Inc.	Kimley-Horn and Associates	Savino & Miller Design Studio	Miller Legg & Associates, Inc.	Chen Moore & Associates
Giraldo Marquez Chief Design Manager City of Miami - Capital Improvements and Transportation Program	99	95	100	89	95	94
Jeffery Dawson Landscape Architect III Miami-Dade County Aviation Department	89	90	98	92	93	95
Jude Plummer Pest Control Manager Miami-Dade County Internal Services Department	99	93	98	94	94	99
Total Score:						
						287
Ranking:						
						3
						5
						1
						6
						4
						288
						2

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer

Signature: \_\_\_\_\_

Verifier: Anthony Rolle, Interim Procurement Contracting Manager

Signature: \_\_\_\_\_





City of Miami  
 Capital Improvements Program  
 Evaluation Committee Final Ranking Form  
 12/16/2015 at 8:30 a.m.

Project Title: Miscellaneous Landscape Architectural Services

RFQ No.: 14-15-036

Committee Member	AECOM	Curtis + Rogers Design Studio, Inc.	Kimley-Horn and Associates	Savino & Miller Design Studio	Miller Legg & Associates, Inc.	Chen Moore & Associates
Giraldo Marquez Chief Design Manager City of Miami - Capital Improvements and Transportation Program	99	95	100	89	95	94
Jeffery Dawson Landscape Architect III Miami-Dade County Aviation Department	89	90	98	92	93	95
Jude Plummer Pest Control Manager Miami-Dade County Internal Services Department	99	93	98	94	94	99
Total Score:	287	278	296	275	282	288
Ranking:	3	5	1	6	4	2

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer

Signature: 



City of Miami  
 Capital Improvements Program  
 Evaluation Committee Form  
 12/16/2015 at 8:30 a.m.

Project Title: Miscellaneous Landscape Architectural Services

RFQ No.: 14-15-036

Evaluation Criteria	Maximum Points	AECOM	Curtis + Rogers Design Studio, Inc.	Kimley-Horn and Associates	Savino & Miller Design Studio	Miller Legg & Associates, Inc.	Chen Moore & Associates	Comments
Proposer's Experience and Qualifications	35	30	34	34	34	34	32	
Proposer's Team Experience	35	30	30	30	30	30	30	
Experience of Project Manager	10	8	10	10	10	10	9	
Design Philosophy & Process	10	8	7	10	9	10	10	
Technical Approach	10	8	9	9	9	9	9	
<b>Bonus Points: 15% CBE Participation within City of Miami Boundaries</b>		5	0	5	0	0	5	
<b>Final Score</b>		<b>89</b>	<b>90</b>	<b>98</b>	<b>92</b>	<b>93</b>	<b>95</b>	

Committee Member: JEFFREY DAINSON  
 Signature:





City of Miami  
 Capital Improvements Program  
 Evaluation Committee Form  
 12/16/2015 at 8:30 a.m.

Project Title: Miscellaneous Landscape Architectural Services

RFQ No.: 14-15-036

Evaluation Criteria	Maximum Points	AECOM	Curtis + Rogers Design Studio, Inc.	Kimley-Horn and Associates	Savino & Miller Design Studio	Miller Legg & Associates, Inc.	Chen Moore & Associates	Comments
Proposer's Experience and Qualifications	35	33	32	32	32	33	33	
Proposer's Team Experience	35	32	33	32	33	32	32	
Experience of Project Manager	10	9	9	9	9	9	9	
Design Philosophy & Process	10	10	9	10	10	10	10	
Technical Approach	10	10	10	10	10	10	10	
<b>Bonus Points: 15% CBE Participation within City of Miami Boundaries</b>		5	0	5	0	0	5	
<b>Final Score</b>		99	93	99	94	94	99	

98

Committee Member:

*Sode Pinner*

Signature:

*Sode Pinner*





City of Miami  
 Capital Improvements Program  
 Evaluation Committee Form  
 12/16/2015 at 8:30 a.m.

Project Title: Miscellaneous Landscape Architectural Services

RFQ No.: 14-15-036

Evaluation Criteria	Maximum Points	AECOM	Curtis + Rogers Design Studio, Inc.	Kimley-Horn and Associates	Savino & Miller Design Studio	Miller Legg & Associates, Inc.	Chen Moore & Associates	Comments
Proposer's Experience and Qualifications	35	33	34	34	30	34	31	
Proposer's Team Experience	35	33	33	32	32	33	31	
Experience of Project Manager	10	9	10	10	9	10	9	
Design Philosophy & Process	10	10	9	10	9	9	10	
Technical Approach	10	9	9	9	9	9	8	
<b>Bonus Points: 15% CBE Participation within City of Miami Boundaries</b>		5	0	5	0	0	5	
<b>Final Score</b>		<b>99</b>	<b>95</b>	<b>100</b>	<b>89</b>	<b>95</b>	<b>94</b>	

Committee Member: Giraldo "Gerry" Márquez

Signature:

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

**TO:** Daniel J. Alfonso  
City Manager

**DATE:** November 24, 2015

**FILE:**

**SUBJECT:** RFQ 14-15-036  
Miscellaneous Landscape  
Architectural Services  
Evaluation Committee Appointments

**FROM:** Annie Perez, CPPO *AP*  
Director of Procurement

**REFERENCES:** RFQ No. 14-15-036

The Procurement Department ("Procurement") issued Request for Qualifications ("RFQ") No. 14-15-036 on September 4, 2015, for Miscellaneous Landscape Architectural Services for the Capital Improvements and Transportation Program ("CITP"). Procurement received six (6) responses to the RFQ on the closing date, October 7, 2015.

Procurement respectfully requests your approval of the following individuals as members of the Evaluation Committee to evaluate and score the proposals. Each has the requisite knowledge and experience to evaluate the proposals pursuant to the RFQ.

**City of Miami Staff**

1. Maria Pineda, Senior Project Manager, CITP, City of Miami (COM)

**External Committee Members**

1. Jeffery Dawson, Landscape Architect III, Miami-Dade County Aviation Department
2. Jude Plummer, Pest Control Manager, Miami-Dade County Internal Services Department

**Alternate Members**

1. Giraldo Marquez, Chief Design Manager, CITP, COM
2. Sandra Vega, Project Manager, CITP, COM

**APPROVED:**

*Daniel J. Alfonso*  
Daniel J. Alfonso, City Manager

*12-1-15*  
Date

cc: Fernando Casamayor, Assistant City Manager/Chief Financial Officer  
Alberto N. Parjus, Assistant City Manager/Chief Infrastructure Officer  
Pablo R. Velez, Assistant City Attorney  
Jeovanny Rodriguez, PE, Director, CITP  
Lydia Osborne, CPPO, Assistant Director, Procurement  
Anthony Rolle, Interim Procurement Contracting Manager, Procurement



# Procurement Department

## EVALUATION COMMITTEE MEETING

December 16, 2015

8:30 A.M. - 9:30 A.M.

Miscellaneous Landscape Architectural Services

RFQ No. 14-15-036

### SIGN-IN SHEET

Name	JEFF DAWSON	Name	Sade Chaney
Company	M-D AVIATION DEPT.	Company	City of Miami
Address	PO BOX 025504	Address	444 SW 2nd Ave.
City/Zip	MIAMI, FL. 33102	City/Zip	Miami FL 33130
Phone	305-876-7380	Phone	305 416-1903
E-mail	JDAWSON@MIAMI-AIRPORT.COM	E-mail	SChaney@miamifl.com
Name	Jude Plummer	Name	
Company	Miami-Dade Co	Company	
Address	200 NW 1st	Address	
City/Zip	33128	City/Zip	
Phone	305 375 3730	Phone	
E-mail	jplumm@miamidade.gov	E-mail	
Name	Gerry Marquez	Name	
Company	City of Miami (CITP)	Company	
Address	444 SW 2 Ave	Address	
City/Zip	Miami FL	City/Zip	
Phone	305 416 1245	Phone	
E-mail	Gmarquez@miamigov.com	E-mail	