

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

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

DATE: May 8, 2019

FILE:

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Recommendation for Award of Contract for Civil Engineering Services for West Grove Roadway Improvements, Project No. B-183610, for the Office of Capital Improvements

REFERENCES: Request for Qualifications ("RFQ") No. 17-18-026

ENCLOSURES: Report of Evaluation Committee Memorandum, Evaluation Committee Appointment Memorandum

RECOMMENDATION:

Based on the findings below, the Department of Procurement ("Procurement") hereby recommends that the referenced Project be awarded to A&P Consulting Transportation Engineers, Corp. ("APCTE"), for RFQ No. 17-18-026, Civil Engineering Services for West Grove Roadway Improvements – Project No. B-183610 (the "Project").

The Project is necessary to provide professional engineering services for roadway improvements in West Grove. Services shall include design engineering services for road reconstruction, but not be limited to drainage improvements, storm water modeling, sidewalks, Americans with Disabilities Act ("ADA") compliant ramps, curb and/or gutter structures, pavement markings and striping, roadway signage, utility coordination, design development, construction permitting, bidding and construction administration. The City of Miami ("City") may also require surveying (three-man and four-man crews), geotechnical investigations and testing, landscaping architecture, roadway lighting, traffic signalization, public involvement, and related services necessary for the design and preparation of construction documents for the Project.

FISCAL IMPACT:

The fiscal impact to the City for the negotiated contract is **\$272,786.12**. The fee is comprised of a Lump Sum fee of \$207,901.06 for basic professional services, and a not-to exceed amount of \$64,885.06 for construction administration services.

BACKGROUND:

On April 20, 2018, Procurement issued a solicitation under full and open competition to obtain proposals from qualified firms. On May 22, 2018, Procurement received ten (10) proposals in response to the solicitation (see attached Proposal Security List). Subsequently, the proposals were reviewed by Procurement staff, upon which all proposals were deemed responsive and responsible in accordance with the minimum qualifications and experience requirements of the RFQ. Accordingly, on July 27, 2018, the Evaluation Committee ("Committee") met and completed the evaluation and ranking of all proposals following the stipulated guidelines in the solicitation. The proposals were evaluated in accordance with five (5) evaluation criteria, and ranked by total awarded points (see enclosed Report of Evaluation Committee Memorandum).

Upon review and subsequent approval of the Report of the Evaluation Committee Memorandum by the City Manager on September 21, 2018, negotiations were initiated with APCTE, the highest ranked firm.

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The City's negotiation team, comprised of staff from the Office of Capital Improvements ("OCI") and the Planning Department, held good faith negotiations with APCTE principals that addressed:

1. Coordination of the various professional consulting services necessary for the Project;
2. Established and capped fair market professional services fee schedule;
3. A Project tasking solution which supports an implemental and fiscally sound agreement, in the best interest of the City and its residents, and;
4. Legally sufficient and binding agreement terms and conditions, with the assistance and support of the City Attorney's Office.

Successful negotiations were accomplished, and an agreement was mutually reached on April 17, 2019. As a result, Procurement hereby recommends award of a Professional Services Agreement with APCTE for the Project.

Accordingly, approval of this recommendation to award is requested. Your signature below indicates your approval of Procurement's recommendation.

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

Date: 5/20/19

- c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekwaba, P.E., Ph.D., 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
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: September 11, 2018 **FILE:**

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Report of Evaluation Committee for RFQ No. 17-18-026, Civil Engineering Services for West Grove Roadway Improvements, Project No. B-183610 for the Office of Capital Improvements

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

Background

On April 20, 2018, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 17-18-026 for the provision of Civil Engineering Services for West Grove Roadway Improvements, Project No. B-183610 ("Project") for the Office of Capital Improvements ("OCI"). On May 22, 2018, ten (10) 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 requirements and submission requirements of the RFQ.

Summary of Evaluation

On July 27, 2018, the Evaluation Committee ("Committee") met and completed the evaluation of the ten (10) 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

| | <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 |

Proposers who agreed to meet the Small Business Enterprise ("SBE") participation requirement by assigning certified SBE Firms with a "Local Office", as defined in City Procurement Code, Section 18-73, were granted five (5) Bonus Points, in accordance with the RFQ and City Procurement Code, Section 18-87, as amended. Seven (7) Proposers did agree to meet the SBE participation requirement using the "Local Office" criteria, and were granted the five (5) Bonus Points.

The final scores are as follows:

Proposing Firms

| | <u>Awarded Points</u> (Maximum 505 Points) |
|--|---|
| 1. A & P Consulting Transportation Engineers Corp. | 466 |
| 2. A.D.A. Engineering, Inc. | 453 |
| 3. Kimley-Horn and Associates, Inc. | 450 |
| 4. The Corradino Group, Inc. | 443 |

Proposing Firms (Cont'd)

Awarded Points
(Maximum 505 Points)

| | | |
|-----|-----------------------------------|-----|
| 5. | Stantec Consulting Services, Inc. | 439 |
| 6. | SRS Engineering, Inc. | 438 |
| 7. | Chen Moore and Associates, Inc. | 421 |
| 8. | R.J. Behar & Company, Inc. | 419 |
| 9. | Wantman Group, Inc. | 378 |
| 10. | Marlin Engineering, Inc. | 374 |

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

Consensus Statement

The highest ranked firm, A & P Consulting Transportation Engineers Corp. ("APCTE"), received a total of 466 points out of a maximum total of 505 points. The Committee determined that APCTE has assembled a team of design and engineering professionals distinctly qualified to provide comprehensive Civil Engineering Services for the West Group Roadway Improvements Project.

The Committee discussed the experience and structure of APCTE's proposed multi-disciplined team. APCTE proposed a substantial resume of in-house design engineering professionals, in addition to proposing a team of Sub-consultants to support geotechnical, surveying, and landscape architectural needs. The Project Manager identified is qualified to perform the required services. As a consultant on previous miscellaneous engineering services contracts, APCTE has successfully completed several City of Miami projects for Civil Engineering and Construction Engineering and Inspection services, including several roadway reconfiguration projects.

On September 4, 2018, Procurement and OCI decided to hold a publicly noticed meeting to discuss APCTE's responsibility status, considering that the firm has been awarded multiple contracts with the City in the last few months. The meeting consisted of personnel from OCI to include Assistant Director Hector Badia, Procurement staff, and APCTE personnel to include Principal Owner Antonio Acosta and the designated Project Manager Eithel Sierra. The meeting covered topics such as APCTE personnel, financial responsibility, capacity, and technical capabilities and qualifications.

After deliberation, the Committee members unanimously agreed that APCTE presented a proposal comprehensively suited to meet the critical needs of the City through this Project, while maintaining a level of responsibility on all concurrent projects under contract with the City.

Recommendation

The Committee hereby requests authorization for Procurement, in collaboration with OCI, to commence negotiations with APCTE, the highest ranked firm, for the provision of Civil Engineering Services for West Grove Roadway Improvements, Project No. B-183610. Should negotiations with APCTE fail, the Committee hereby requests permission to commence negotiations with the second, third, fourth and fifth ranked firms, respectively, until a Professional Services Agreement is successfully negotiated and subsequently awarded.

Approved: _____


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

Date: _____

9/21/18

c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekweba, 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
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: June 4, 2018

FILE:

FROM: Annie Perez, CPPO, Director
Department of Procurement

SUBJECT: Appointment of Evaluation
Committee for Request for Qualifications (RFQ)
No. 17-18-026 – Civil Engineering Services for
West Grove Roadway Improvements

REFERENCES: RFQ No. 17-18-026

The Procurement Department ("Procurement"), on behalf of the Office of Capital Improvements ("OCI"), issued RFQ No. 17-18-026 on April 20, 2018, for Civil Engineering Services for West Grove Roadway Improvements project.

It is respectfully requested that you approve the appointment of the following individuals to serve as members of the Evaluation Committee to evaluate and score proposals received on May 22, 2018. Each proposed member has the requisite knowledge and experience to evaluate the proposals pursuant to the RFQ.

Chairperson (non-voting)

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

City of Miami Committee Members (voting)

Gerry Marquez, Chief Project Engineer, OCI, COM
Jose Lago, Professional Engineer III, OCI, COM

External Committee Members (voting)

Ileana Quintana, CGC, GEC, ENV SP, W&S Construction Coordinator, Miami-Dade County Water and Sewer Department ("WASD")
Victor Fernandez-Cuervo, P.E., ENV SP, Engineer 3, WASD
Mark Spanioli, P.E., Director of Public Works, Village of Pinecrest

Alternate Committee Members

Keith Ng, Project Manager, OCI, COM

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

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Date

AP: ah

c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekweba, 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

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