

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

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**TO:** Honorable City of Miami Commissioners  
and Honorable Mayor of the City of  
Miami

**DATE:** December 24, 2020

**FROM:** Arthur Noriega, V.  
City Manager



**SUBJECT:** Report of Evaluation Committee for  
Request for Qualifications (RFQ) No. 19-20-019,  
Citywide Program Management Support Services

**ENCLOSURES:** Evaluation Committee Report

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

AP: fvp

- c. Nzeribe Ihekwebaba, PhD., P.E., Assistant City Manager/Chief of Operations
- Fernando Casamayor, Assistant City Manager/Chief Financial Officer
- Pablo R. Velez, Sr. Assistant City Attorney, City Attorney's Office
- Hector Badia, Interim Director, Office of Capital Improvements
- Alan M. Dodd, P.E., Director, Resilience & Public Works Department
- Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

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

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**TO:** Arthur Noriega, V.  
City Manager

**DATE:** December 22, 2020

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



**SUBJECT:** Report of Evaluation Committee for  
Request for Qualifications (RFQ) No. 19-20-019,  
Citywide Program Management Support Services

**ENCLOSURES:** Response Security List, Evaluation  
Committee Tabulation Sheets, Evaluation  
Committee Appointment Memo, and State of Florida  
Executive Orders 20-52 and 20-69

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**Background**

On February 12, 2020, the City of Miami ("City") Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 19-20-019 for the provision of Citywide Program Management Support Services Miscellaneous Environmental Engineering Services ("Project"), on behalf of the Office of Capital Improvements (OCI).

Subsequently, on March 9, 2020, the State of Florida issued a Declaration of Emergency through Executive Order 20-52 on March 9, 2020 (copy attached), as a result of the Novel Coronavirus Disease 2019 (COVID-19) pandemic. Later, on May 13, 2020, Procurement received four (4) proposals in response to this solicitation. Consequently, the proposals were reviewed by Procurement staff, upon which two (2) proposals were deemed responsive and responsible in accordance with the minimum qualifications and experience requirements of the RFQ. The remaining two (2) proposals were disqualified from the selection process for proposing a Project Cost Estimator, without the minimum five (5) year-certification from the American Society of Professional Estimators as required by the RFQ. On December 8, 2020, pursuant to Section 3.1, "Acceptance/Rejection" and in consultation with the City Attorney's Office, Hill International, Inc. and Hazen & Sawyer were sent non-responsiveness letters outlining the reasons for such decision.

On July 1, 2020, an Evaluation Committee ("Committee") was appointed by the City Manager to evaluate the proposals pursuant to the criteria established in the RFQ. At the time, the selection process continued to remain on hold until October 15, 2020, when the City Attorney's Office approved the guidelines to conduct virtual meetings proposed by Procurement. Upon sunset of State of Florida's Executive Order 20-69 (copy attached) on November 1, 2020, Procurement resumed the selection process and attempted several times to schedule the Step 1 Evaluation Meeting with the original Evaluation Committee without success. After two appointed external members declined to participate, Procurement enlisted the two alternate members as substitutes, and scheduled the Step 1 meeting for December 17, 2020. Shortly before the meeting, on December 14, 2020, one of the alternate members advised Procurement that he could not participate in the proceedings due to a COVID-19-related emergency. During the meeting, the Evaluation Committee voted unanimously to proceed with the four (4) members present.

**Summary of Evaluation**

While governed by Florida Statutes Section 287.055, any typical selection of professional services consultants may be comprised of two (2) steps: Step 1 "Evaluation of Qualifications and Experience," and Step 2 "Evaluation of Technical Proposals/Oral Presentations."

On December 17, 2020, the Evaluation Committee met and completed the Step 1 evaluation of the two (2) responsive and responsible proposals, following the guidelines stipulated in the solicitation. Accordingly, the proposals were evaluated pursuant to the six (6) evaluation criteria listed below:

<b>Evaluation Criteria Step 1</b>	<b>Maximum Points (Per Committee Member)</b>
1. Proposer's Qualifications and Experience	30
2. Proposer's Lead Engineer Qualifications and Experience	20
3. Proposer's Team Qualifications and Experience	20
4. Design Philosophy and Process	15
5. Technical Capabilities and Approach	10
6. Amount of Work Awarded by the City	5
<b>Total Points Per Committee Member</b>	<b>100</b>

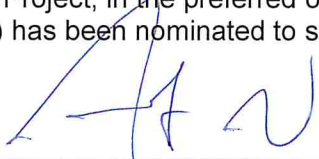
Due to the potential utilization of non-local funding sources to compensate consultants under contract, the standard 15% participation of Small Business Enterprise ("SBE") firms was not required. Furthermore, Procurement staff assigned scores for Criterion 6, "Amount of Work Awarded by the City," based on the amount of work awarded by the City of Miami within the previous three (3) years from the Proposal Submission Due Date of May 13, 2020. The individual scores per team under this criterion are indicated between parenthesis next to the total awarded points shown below. The final scores were as follows:

<b>Proposing Firms</b>	<b>Awarded Points (Maximum 400 points)</b>
1. AECOM Technical Services	<b>349</b> (16)
2. Black & Veatch	<b>345</b> (8)

The Committee decided to waive Step 2 proceedings and voted unanimously to recommend to the City Manager that the two (2) responsive and responsible proposers be considered for negotiations of two (2) professional services agreements (PSAs). The tabulation and individual Committee member score sheets for Step 1 proceedings are attached as supporting documentation.

**Recommendation**

The Committee hereby requests authorization for Procurement, in collaboration with the nominated Negotiations Committee, Messrs. Kelvin Kercado and Giraldo Marquez (OCI) and Mr. Sylejman Ujkani (Office of Management and Budget) to commence negotiations of two (2) PSAs to provide the required services for the Project, in the preferred order of ranking. In addition, Mr. Christopher Bennett (Resilience & Public Works) has been nominated to serve as Technical Advisor to the Negotiations Committee.

Approved:   
 \_\_\_\_\_  
 Arthur Noriega, V., City Manager

Date: 12/15/20

- c. Fernando Casamayor, Assistant City Manager/Chief Financial Officer
- Nzeribe Ihekwa, PhD., P.E., Assistant City Manager/Chief of Operations
- Pablo R. Velez, Sr. Assistant City Attorney, City Attorney's Office
- Hector Badia, Interim Director, OCI
- Alan M. Dodd, P.E., Director, Resilience & Public Works Department
- 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: Citywide Program Management Support Services

BID NUMBER: RFQ No. 19-20-019

DATE BID OPENED: May 13, 2020 TIME: 2:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
Hill International	N/A	N/A
Black & Veatch	N/A	N/A
Hazen and Sawyer	N/A	N/A
AECOM	N/A	N/A

*"Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late."*

Yvonne Reese  
Person Receiving Bid(s)

Received (4) bid(s) on behalf: Procurement  
City Department

On: 5/13/2020  
Today's Date

PREPARED BY: Rosa Custodi  
Deputy City Clerk

RFQ No. 19-20-019

Citywide Program Management Support Services  
EVALUATION OF PROPOSALS

Ileana Quintana, CGC, Env SP, Construction Coordinator, Miami-Dade County WASD

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Hill International	Black & Veatch	Hazen & Sawyer	AECOM
Proposer's Qualifications and Experience	30		27		28
Lead Program Manager's Qualifications and Experience	20		17		17
Sr. Program Manager's Qualifications and Experience	20		17		17
PMs and CMs' Qualifications and Experience	15		12		12
Design Philosophy/Technical Capabilities and Approach	10		9		8
Amount of Work Awarded by the City	5		2		4
<b>TOTAL POINTS</b>	<b>100</b>		<b>84</b>		<b>86</b>

SIGNATURE:

PRINT NAME:

Ileana Quintana

RFQ No. 19-20-019  
 Citywide Program Management Support Services  
 EVALUATION OF PROPOSALS

Kelvin Kercado, Program Manager, Office of Capital Improvements, City of Miami

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Hill International	Black & Veatch	Hazen & Sawyer	AECOM
Proposer's Qualifications and Experience	30		26		27
Lead Program Manager's Qualifications and Experience	20		19		15
Sr. Program Manager's Qualifications and Experience	20		20		17
PMs and CMs' Qualifications and Experience	15		13		14
Design Philosophy/Technical Capabilities and Approach	10		9		10
Amount of Work Awarded by the City	5		2		4
<b>TOTAL POINTS</b>	<b>100</b>		<b>89</b>		<b>87</b>

SIGNATURE:



DATE:

12-17-2020

PRINT NAME:

Kelvin Kercado

RFQ No. 19-20-019

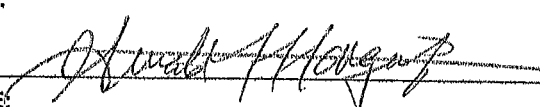
Citywide Program Management Support Services  
EVALUATION OF PROPOSALS

Giraldo Marquez, Chief Project Manager, Office of Capital Improvements, City of Miami

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Hill International	Black & Veatch	Hazen & Sawyer	AECOM
Proposer's Qualifications and Experience	30		26		28
Lead Program Manager's Qualifications and Experience	20		17		17
Sr. Program Manager's Qualifications and Experience	20		17		17
PMs and CMs' Qualifications and Experience	15		12		13
Design Philosophy/Technical Capabilities and Approach	10		8		8
Amount of Work Awarded by the City	5		2		4
<b>TOTAL POINTS</b>	<b>100</b>		<b>82</b>		<b>87</b>

SIGNATURE:

PRINT NAME:

  
Giraldo "Gerry" Marquez

RFQ No. 19-20-019

Citywide Program Management Support Services  
EVALUATION OF PROPOSALS

Christopher Bennett, PE, Assistant Director, Resilience & Public Works, City of Miami

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Hill International	Black & Veatch	Hazen & Sawyer	AECOM
Proposer's Qualifications and Experience	30		29		28
Lead Program Manager's Qualifications and Experience	20		19		18
Sr. Program Manager's Qualifications and Experience	20		19		18
PMs and CMs' Qualifications and Experience	15		12		13
Design Philosophy/Technical Capabilities and Approach	10		<del>8</del> 9		8
Amount of Work Awarded by the City	5		2		4
<b>TOTAL POINTS</b>	<b>100</b>		<b>90</b>		<b>89</b>

SIGNATURE:



PRINT NAME:

Christopher Bennett



EVALUATION COMMITTEE MEETING Thursday, December 17, 2020 Department of Procurement Request for Qualifications (RFQ) No. 19-20-019 Citywide Program Management Support Services Arthur Noriega, V, City Manager Annie Perez, CPPO, Director of Procurement      Hector Badia, Interim Director, OCI		EVALUATION COMMITTEE MEMBERS					SUB-TOTAL QUALITATIVE SCORES	TOTAL QUALITATIVE SCORES	QUALITATIVE RANKING	FIVE BONUS POINTS - SBE PARTICIPATION (CITY OF MIAMI/SBES)	TOTAL SCORES (WITH BONUS POINTS)	FINAL RANK
		Kelvin Mercado, Program Manager, Office of Capital Improvements, City of Miami	Christopher Bennett, PE, Assistant Director, Resilience & Public Works, City of Miami	Ileana Quintana, CGC, Env SP, Construction Coordinator, Miami-Dade Water & Sewer	Giraldo Marquez, Chief Project Manager, Office of Capital Improvements, City of Miami	Sylejman Ujkani, Program Manager, Office of Management & Budget, City of Miami						
TABULATION SHEET RFQ No. 19-20-019												
NAME OF FIRM(S)												
1	<b>Hill International, Inc.</b> 1A - Proposer's Experience and Qualifications (Max. 30 points) 2A - Proposer's Lead Engineer Qualifications and Experience (Max. 20 points) 3A - Proposer's Team Qualifications and Experience (Max. 20 points) 4A - Design Philosophy and Process (Max. 15 points) 5A - Technical Capabilities and Approach (Max. 10 points) 6A - Amount of Work Awarded by the City (Max. 5 points)						0					
	Qualitative Scores	0	0	0	0	0						
	Tie Breakers = Sub-Total Qualitative Points for 1A, 2A, 3A, 4A, 5A, and 6A in that order.										DQ	
2	<b>Black &amp; Veatch</b> 1A - Proposer's Qualifications and Experience (Max. 30 points) 2A - Proposer's Lead Engineer Qualifications and Experience (Max. 20 points) 3A - Proposer's Team Qualifications and Experience (Max. 20 points) 4A - Design Philosophy and Process (Max. 15 points) 5A - Technical Capabilities and Approach (Max. 10 points) 6A - Amount of Work Awarded by the City (Max. 5 points)	26	29	27	26	108						
	Qualitative Scores	89	90	84	82	0	345	2			345	
	Tie-Breaker Criterion 1A, 2A, 3A, 4A, and 5A; then Total Qualitative Points for 1A, 2A, 3A, 4A, and 5A.											
	Tie Breakers = Sub-Total Qualitative Points for 1A, 2A, 3A, 4A, 5A, and 6A in that order.										2	

EVALUATION COMMITTEE MEETING Thursday, December 17, 2020 Department of Procurement Request for Qualifications (RFQ) No. 19-20-019 Citywide Program Management Support Services Arthur Noriega, V, City Manager Annle Perez, CPPO, Director of Procurement      Hector Badia, Interim Director, OCI		EVALUATION COMMITTEE MEMBERS					SUB-TOTAL QUALITATIVE SCORES	TOTAL QUALITATIVE SCORES	QUALITATIVE RANKING	FIVE BONUS POINTS - SBE PARTICIPATION (CITY OF MIAMI SBEs)	TOTAL SCORES (WITH BONUS POINTS)	FINAL RANK
		Kelvin Mercado, Program Manager, Office of Capital Improvements, City of Miami	Christopher Bennett, PE, Assistant Director, Resilience & Public Works, City of Miami	Ileana Quintana, CGC, Env SP, Construction Coordinator, Miami-Dade Water & Sewer	Giraldo Marquez, Chief Project Manager, Office of Capital Improvements, City of Miami	Sylejman Ujkani, Program Manager, Office of Management & Budget, City of Miami						
TABULATION SHEET RFQ No. 19-20-019												
NAME OF FIRM(S)												
3	<b>Hazen &amp; Sawyer</b> 1A - Proposer's Experience and Qualifications (Max. 30 points) 2A - Proposer's Lead Engineer Qualifications and Experience (Max. 20 points) 3A - Proposer's Team Qualifications and Experience (Max. 20 points) 4A - Design Philosophy and Process (Max. 15 points) 5A - Technical Capabilities and Approach (Max. 10 points) 6A - Amount of Work Awarded by the City (Max. 5 points)						0					
	Qualitative Scores Tie-Breaker Criterion 1A, 2A, 3A, 4A, and 5A; then Total Qualitative Points for 1A, 2A, 3A, 4A, and 5A. Tie Breakers = Sub-Total Qualitative Points for 1A, 2A, 3A, 4A, 5A, and 6A in that order.										DQ	
4	<b>AECOM Technical Services, Inc.</b> 1A - Proposer's Qualifications and Experience (Max. 30 points) 2A - Proposer's Lead Engineer Qualifications and Experience (Max. 20 points) 3A - Proposer's Team Qualifications and Experience (Max. 20 points) 4A - Design Philosophy and Process (Max. 15 points) 5A - Technical Capabilities and Approach (Max. 10 points) 6A - Amount of Work Awarded by the City (Max. 5 points)	27	28	28	28		111					
	Qualitative Scores Tie Breakers = Sub-Total Qualitative Points for 1A, 2A, 3A, 4A, 5A, and 6A in that order.	87	89	86	87	0	349	1		349	1	

Chairperson: Fernando V. Ponassi, MArch., MA PPA, LEED AP

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

**TO:** Arthur Noriega V  
City Manager

**DATE:** June 26, 2020

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

**SUBJECT:** Evaluation Committee Appointments  
for Citywide Program Management Support  
Services - Request for Qualifications ("RFQ")  
No.: 19-20-019

**REFERENCES:** RFQ No. 19-20-019

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 to appoint 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) 19-20-019 for Citywide Program Management Support Services, issued on February 12, 2020.

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)**

Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

**City of Miami Staff (voting)**

1. Kelvin Kercado, Program Manager, OCI, COM
2. Christopher Bennett, P.E., Assistant Director, Resilience and Public Works, COM

**External Committee Members (voting)**

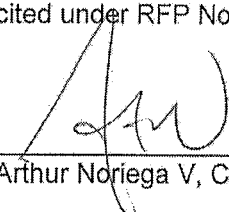
1. D. Akin Ozaydin, MBA, CGC, PE, City Engineer, Public Works, City of North Miami Beach
2. Neil Schafers, ASLA, Sr. Manager, Planning, Resilience + Transportation, Miami Downtown Development Authority.
3. Ileana Quintana, CGC, Env SP, Construction Coordinator, Miami-Dade County Water & Sewer

**Alternate Committee Members (voting)**

1. Giraldo Marquez, Chief Project Manager, OCI, COM
2. Sylejman Ujkani, Program Manager, OCI, COM

Your signature below affirms your appointment of this Committee for the evaluation of proposals for the Project, as solicited under RFP No. 19-20-019.

**APPROVED:**

  
\_\_\_\_\_  
Arthur Noriega V, City Manager

  
\_\_\_\_\_  
Date

AP: fvp

c: Nzeribe Ihekwa, Ph.D., P.E., Assistant City Manager  
Sandra Bridgeman, Assistant City Manager/Chief Financial Officer  
Pablo R. Velez, Sr. Assistant City Attorney  
Todd B. Hannon, City Clerk  
Hector Badia, Interim Director, OCI  
Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

PR20167

# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NUMBER 20-52

(Emergency Management - COVID-19 Public Health Emergency)

**WHEREAS**, Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza; and

**WHEREAS**, in late 2019, a new and significant outbreak of COVID-19 emerged in China; and

**WHEREAS**, the World Health Organization previously declared COVID-19 a Public Health Emergency of International Concern; and

**WHEREAS**, in response to the recent COVID-19 outbreak in China, Iran, Italy, Japan and South Korea, the Centers for Disease Control and Prevention ("CDC") has deemed it necessary to prohibit or restrict non-essential travel to or from those countries; and

**WHEREAS**, on March 1, 2020, I issued Executive Order number 20-51 directing the Florida Department of Health to issue a Public Health Emergency; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 7, 2020, I directed the Director of the Division of Emergency Management to activate the State Emergency Operations Center to Level 2 to provide coordination and response to the COVID-19 emergency; and

**WHEREAS**, as of March 9, 2020, eight counties in Florida have positive cases for COVID-19, and COVID-19 poses a risk to the entire state of Florida; and

**WHEREAS**, the CDC currently recommends community preparedness and everyday prevention measures be taken by all individuals and families in the United States, including voluntary home isolation when individuals are sick with respiratory symptoms, covering coughs and sneezes with a tissue and disposal of the tissue immediately thereafter, washing hands often with soap and water for at least 20 seconds, using of alcohol-based hand sanitizers with 60%-95% alcohol if soap and water are not readily available and routinely cleaning frequently touched surfaces and objects to increase community resilience and readiness for responding to an outbreak; and

**WHEREAS**, the CDC currently recommends mitigation measures for communities experiencing an outbreak including staying at home when sick, keeping away from others who are sick, limiting face-to-face contact with others as much as possible, consulting with your healthcare provider if individuals or members of a household are at high risk for COVID-19 complications, wearing a facemask if advised to do so by a healthcare provider or by a public health official, staying home when a household member is sick with respiratory disease symptoms if instructed to do so by public health officials or a health care provider; and

**WHEREAS**, as Governor, I am responsible for meeting the dangers presented to this state and its people by this emergency.

**NOW, THEREFORE, I, RON DESANTIS**, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order to take immediate effect:

Section 1. Because of the foregoing conditions, I declare a state of emergency exists in the State of Florida.

Section 2. I designate the Director of the Division of Emergency Management ("Director") as the State Coordinating Officer for the duration of this emergency and direct him to execute the State's Comprehensive Emergency Management Plan and other response, recovery, and mitigation plans necessary to cope with the emergency. Additionally, I designate the State Health Officer and Surgeon General as a Deputy State Coordinating Officer and State Incident Commander.

Pursuant to section 252.36(1)(a), Florida Statutes, I delegate to the State Coordinating Officer the authority to exercise those powers delineated in sections 252.36(5)-(10), Florida Statutes, which he shall exercise as needed to meet this emergency, subject to the limitations of section 252.33, Florida Statutes. In exercising the powers delegated by this Order, the State Coordinating Officer shall confer with the Governor to the fullest extent practicable. The State Coordinating Officer shall also have the authority to:

A. Seek direct assistance and enter into agreements with any and all agencies of the United States Government as may be needed to meet the emergency.

B. Designate additional Deputy State Coordinating Officers, as necessary.

C. Suspend the effect of any statute, rule, or order that would in any way prevent, hinder, or delay any mitigation, response, or recovery action necessary to cope with this emergency.

D. Enter orders as may be needed to implement any of the foregoing powers; however, the requirements of sections 252.46 and 120.54(4), Florida Statutes, do not apply to any such orders issued by the State Coordinating Officer; however, no such order shall remain in effect beyond the expiration of this Executive Order, to include any extension.

Section 3. I order the Adjutant General to activate the Florida National Guard, as needed, to deal with this emergency.

Section 4. I find that the special duties and responsibilities resting upon some State, regional, and local agencies and other governmental bodies in responding to the emergency may require them to suspend the application of the statutes, rules, ordinances, and orders they administer. Therefore, I issue the following authorizations:

A. Pursuant to section 252.36(1)(a), Florida Statutes, the Executive Office of the Governor may suspend all statutes and rules affecting budgeting to the extent necessary to provide budget authority for state agencies to cope with this emergency. The requirements of sections 252.46 and 120.54(4), Florida Statutes, do not apply to any such suspension issued by the Executive Office of the Governor; however, no such suspension shall remain in effect beyond the expiration of this Executive Order, to include any extension.

B. Each State agency may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of that agency, if strict compliance with the provisions of any such statute, order, or rule would in any way prevent, hinder, or delay necessary action in coping with the emergency. This includes, but is not limited to, the authority to suspend any and all statutes, rules, ordinances, or orders which affect leasing, printing, purchasing, travel, and the condition of employment and the compensation of employees. For the purposes of this Executive Order, "necessary action in coping with the emergency" means any emergency mitigation, response, or recovery action: (1) prescribed in the State Comprehensive Emergency Management Plan ("CEMP"); or (2) ordered by the State Coordinating Officer. The requirements of sections 252.46 and 120.54, Florida Statutes, shall not apply to any such suspension issued by a State agency; however, no such suspension shall remain in effect beyond the expiration of this Executive Order, to include any extensions.

C. In accordance with section 465.0275, Florida Statutes, pharmacists may dispense up to a 30-day emergency prescription refill of maintenance medication to persons who reside in an area or county covered under this Executive Order and to emergency personnel who have been activated by their state and local agency but who do not reside in an area or county covered by this Executive Order.

D. In accordance with section 252.38, Florida Statutes, each political subdivision within the State of Florida may waive the procedures and formalities otherwise required of the political subdivision by law pertaining to:

1) Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community;

2) Entering into contracts; however, political subdivisions are cautioned against entering into time and materials contracts without ceiling as defined by 2 CFR 200.318(j) or cost plus percentage contracts as defined by 2 CFR 200.323(d);

3) Incurring obligations;

4) Employment of permanent and temporary workers;

5) Utilization of volunteer workers;

6) Rental of equipment;

7) Acquisition and distribution, with or without compensation, of supplies, materials, and facilities; and,

8) Appropriation and expenditure of public funds.

E. All State agencies responsible for the use of State buildings and facilities may close such buildings and facilities in those portions of the State affected by this emergency, to the extent necessary to meet this emergency. I direct each State agency to report the closure of any State



building or facility to the Secretary of the Department of Management Services. Under the authority contained in section 252.36, Florida Statutes, I direct each County to report the closure of any building or facility operated or maintained by the County or any political subdivision therein to the Secretary of the Department of Management Services. Furthermore, I direct the Secretary of the Department of Management Services to:

- 1) Maintain an accurate and up-to-date list of all such closures; and,
- 2) Provide that list daily to the State Coordinating Officer.

Section 5. I find that the demands placed upon the funds appropriated to the agencies of the State of Florida and to local agencies are unreasonably great and the funds currently available may be inadequate to pay the costs of coping with this emergency. In accordance with section 252.37(2), Florida Statutes, I direct that sufficient funds be made available, as needed, by transferring and expending moneys appropriated for other purposes, moneys from unappropriated surplus funds, or from the Budget Stabilization Fund.

Section 6. All State agencies entering emergency final orders or other final actions in response to this emergency shall advise the State Coordinating Officer contemporaneously or as soon as practicable.

Section 7. Medical professionals and workers, social workers, and counselors with good and valid professional licenses issued by states other than the State of Florida may render such services in Florida during this emergency for persons affected by this emergency with the condition that such services be rendered to such persons free of charge, and with the further condition that such services be rendered under the auspices of the American Red Cross or the Florida Department of Health.

Section 8. All activities taken by the Director of the Division of Emergency Management and the State Health Officer and Surgeon General with respect to this emergency before the issuance of this Executive Order are ratified. This Executive Order shall expire sixty days from this date unless extended.



ATTEST:

*Laurel M. Lee*  
SECRETARY OF STATE

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 9th day of March, 2020.

*[Handwritten Signature]*  
RON DESAIGIS, GOVERNOR

FILED  
2020 MAR -9 PM 5:52  
TALLAHASSEE, FLORIDA

# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR

### EXECUTIVE ORDER NUMBER 20-69

(Emergency Management – COVID-19 – Local Government Public Meetings)

**WHEREAS**, on March 1, 2020, I issued Executive Order 20-51 directing the Florida Department of Health to issue a Public Health Emergency as a result of COVID-19; and

**WHEREAS**, on March 1, 2020, the State Surgeon General and State Health Officer declared a Public Health Emergency exists in the State of Florida as a result of COVID-19; and

**WHEREAS**, on March 9, 2020, I issued Executive Order 20-52 declaring a state of emergency for the entire State of Florida as a result of COVID-19; and

**WHEREAS**, on March 16, 2020, President Donald J. Trump and the Centers for Disease Control and Prevention (“CDC”) issued the “15 Days to Slow the Spread” guidance advising individuals to adopt far-reaching social distancing measures, such as working from home and avoiding gatherings of more than 10 people; and

**WHEREAS**, on March 17, 2020, I wrote a letter to Attorney General Ashley Moody seeking an advisory opinion regarding concerns raised by local government bodies about their ability to hold meetings through teleconferencing and other technological means in order to protect the public and follow the CDC guidance regarding social distancing; and

**WHEREAS**, on March 19, 2020, Attorney General Ashley Moody delivered an opinion to me indicating that certain provisions of Florida law require a physical quorum be present for local government bodies to conduct official business, and that local government bodies may only conduct meetings by teleconferencing or other technological means if either a statute permits a quorum to be present by means other than in person, or that the in person requirement for constituting a quorum is lawfully suspended during the state of emergency; and

WHEREAS, it is necessary and appropriate to take action to ensure that COVID-19 remains controlled, and that residents and visitors in Florida remain safe and secure;

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section (1)(a) of the Florida Constitution, Chapter 252, Florida Statutes, and all other applicable laws, promulgate the following Executive Order to take immediate effect:

Section 1. I hereby suspend any Florida Statute that requires a quorum to be present in person or requires a local government body to meet at a specific public place.

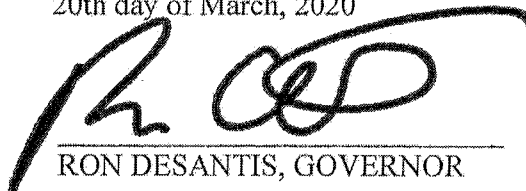
Section 2. Local government bodies may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

Section 3. This Executive Order does not waive any other requirement under the Florida Constitution and "Florida's Government in the Sunshine Laws," including Chapter 286, Florida Statutes.

Section 4. This Executive Order shall expire at the expiration of Executive Order 20-52, including any extension.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 20th day of March, 2020

  
RON DESANTIS, GOVERNOR

ATTEST:

  
SECRETARY OF STATE

TALLAHASSEE, FLORIDA

2020 MAR 20 AM 9:38

FILED