

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

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

DATE: May 9, 2018

FILE:

FROM: Annie Perez, CPPO
Director, Procurement



SUBJECT: Recommendation of Award of a Contract for Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

REFERENCES: RFQ No. 16-17-003

ENCLOSURES: Chairperson's Report with Score Sheets; Evaluation Committee Appointment Memo

Recommendation

Based on the findings below, the Department of Procurement (Procurement) hereby recommends award of Contract No. RFQ 16-17-003, to Civitas, Inc. (Civitas), for Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key (Project).

The Project is necessary to provide a full range of urban design, landscape architecture and engineering services to create a conceptual plan and schematic design for a world-class waterfront park, hereinafter referred to as the "Flex Park." The Project must reflect the historic regional significance of Virginia Key, including but not limited to, kick-off investigations, studies, professional surveying, location of underground utilities and structures, grading and drainage, review of pertinent plans and context analysis, special event strategy/economic analysis, traffic analysis/parking planning, project management and research, public outreach/community engagement and presentations, consensus building and facilitation, design options, framework planning, demonstration project, civil/site planning, landscape design/space planning, schematic design, and perspective illustration. The City's mission and goal is to completely re-energize the Virginia Key area through guided decisions, which consider public access and use, historic preservation, parkland use, design integrity, conservation and financial viability. A Flex Park and the surrounding areas present a rare and exciting opportunity for the City to support the revival of a landmark and establish a new cultural center.

Fiscal Impact

The fiscal impact to the City of Miami (City) for the negotiated contract is \$844,730 for **Phase 1**, Pre-Design Planning/Concept Design and Study Activities to include Assessment and Recommendations Report, Programming, Budget Cost Estimate and Documentation of Existing Conditions, and **Phase 2**, Schematic Design. The original price proposal submitted by Civitas totaled to \$1,482,686; therefore, negotiations resulted in \$637,956 of considerable savings for our taxpayers.

Background

On, April 28, 2017, the City of Miami (the City), through Procurement, issued a solicitation for the Project under full and open competition. On June 26, 2017, the Office of the City Clerk received seven (7) proposals in response to the solicitation. Subsequently, the proposals were reviewed by Procurement staff, upon which six (6) proposals were deemed responsive and responsible in accordance with the minimum and submission requirements of the RFQ. One (1)

proposal, submitted by Design Workshop, Inc., was deemed nonresponsive and therefore; disqualified from the procurement process for failure to meet the minimum requirements of the RFQ. Accordingly, on August 24, 2017, the Evaluation Committee ("Committee") met and completed the evaluation and ranking of the six (6) responsive and responsible proposals following the stipulated guidelines in the solicitation. The proposals were evaluated in accordance with the five (5) evaluation criteria, and ranked by total awarded points (see enclosed Evaluation Committee Report).

Upon the review, and subsequent approval of the Evaluation Committee's Report by the City Manager, negotiations were initiated with Civitas, the highest ranked firm. For several months, the City's negotiation team, comprised of Planning, Office of Capital Improvements, Parks & Recreation, and Procurement staff, held good faith negotiations with Civitas principals which 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 May 3, 2018. As a result, Procurement hereby recommends award of a Professional Services Agreement with Civitas for the Project on a phased basis. Compensation shall be negotiated at the time of need for Phases 3 through 6 of the Project.

Consequently, approval of this recommendation to award is requested. Your signature below will indicate approval of this recommendation.

Approved: _____


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

Date: 5/10/18

- 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
Todd B. Hannon, City Clerk
Francisco J. Garcia, Director, Planning Department (PD)
Jeremy Calleros Gauger, Deputy Director, PD
Kevin M. Kirwin, Director, Parks & Recreation Department
Steven C. Williamson, Director, Office of Capital Improvements (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, FLORIDA
INTER-OFFICE MEMORANDUM**

TO: Daniel J. Alfonso
City Manager

DATE: August 31, 2017

SUBJECT: Report of Evaluation Committee for RFQ No. 16-17-003, Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key for the Planning & Zoning Department

FROM: Annie Perez, CPPO, Director
Department of Procurement

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

Background

On April 28, 2017, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 16-17-003 for the provision of Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key ("Project") for the Planning & Zoning Department ("PZ"). On June 26, 2017, seven (7) proposals were received in response to this solicitation. Subsequently, the proposals were reviewed by Procurement staff, upon which six (6) proposals were deemed responsive and responsible in accordance with the minimum and submission requirements of the RFQ. One (1) proposal, submitted by Design Workshop, Inc., was deemed nonresponsive and therefore, disqualified from the procurement process for failure to meet the minimum requirements of the RFQ.

Summary of Evaluation

On August 24, 2017, the Evaluation Committee ("Committee") met and completed the evaluation of the six (6) responsive and responsible proposals following the guidelines stipulated in the RFQ. 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 | 25 |
| 2. Proposer's Team Qualifications and Experience | 25 |
| 3. Proposer's Project Manager's Qualifications and Experience | 10 |
| 4. Design Philosophy and Process | 30 |
| 5. Technical Capabilities and Methodology | 10 |

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. No Proposer received Bonus Points for meeting the "Local Office" CBE participation requirement.

The final scores are as follows:

Proposing Firms

Awarded Points
(Maximum 605 Points)

1. Civitas, Inc.	554
2. James Corner Field Operations, L.L.C.	531
3. Bermello, Ajamil & Partners, Inc.	479
4. Calvin, Giordano & Associates, Inc.	445
5. Local Office Landscape and Urban Design LLC	378
5. R.E. Chisholm Architects, Inc.	378

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

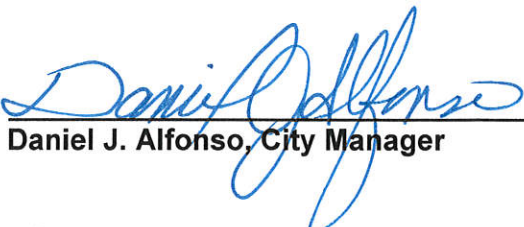
The highest ranked firm, Civitas, Inc. ("Civitas"), received a total of 554 points out of a maximum total of 605 points. The Committee determined that Civitas has assembled a team of design and engineering professionals distinctly qualified to provide comprehensive Urban Design, Landscape Architecture and Engineering Services for the Flex Park at Virginia Key Project.

The Committee discussed the experience and structure of Civitas' proposed multi-disciplined team. As a licensed landscape architecture firm, Civitas proposed several qualified in-house landscape design professionals, in addition to proposing a team of subconsultants to support the Project's engineering, traffic analysis, environmental, and architectural needs. Civitas has experience working with waterfront projects in various cities, with considerable challenges including the complex nature of designing a space with large volumes of park visits, as well as adjacent/supporting structures for special events and boat/ship operations. After deliberation, the Committee members unanimously agreed that Civitas presented a proposal comprehensively suited to meet the critical needs of the City with this Project. Civitas presented a well-balanced proposal with the vision required to design a Flex Park that is both iconic and functional.

Recommendation

The Committee hereby requests authorization for Procurement, in collaboration with PZ, to commence negotiations with Civitas, the highest ranked firm, for the provision of Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key. Should negotiations with Civitas fail, the Committee hereby requests permission to commence negotiations with the second and third ranked firms, respectively, until a Professional Services Agreement is successfully negotiated and awarded.

Approved:


Daniel J. Alfonso, City Manager

Date:

5-9-17

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer
- Nzeribe Ihekwa, Ph.D., P.E., Assistant City Manager/Chief of Operations, City Manager's Office
- Rafael Suarez-Rivas, Senior Assistant City Attorney
- Francisco J. Garcia, Director, PZ
- Jeremy Caleros Gauger, Deputy Director, PZ
- Luciana L. Gonzalez, Assistant Director, PZ
- Lydia Osborne, Ph. D., CPPO, CPPB, Assistant Director, Procurement
- Anthony Rolle, J.D., M.Acct, CPPB, Procurement Contracting Manager, Procurement

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

BID ITEM: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

BID NUMBER: RFQ No. 16-17-003

DATE BID OPENED: June 26, 2017 **TIME:** 3:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
Design Workshop, Inc.	See attached	See attached
Bermello Ajamil & Partners, Inc. (ba)	See attached	See attached
Field Operations	See attached	See attached
R.E. Chisholm Architects, Inc.	See attached	See attached
Calvin Giordano & Associates, Inc.	See attached	See attached
Civitas, Inc.	See attached	See attached
Local Office Landscape & Urban Design	See attached	See attached

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

Heidi S. Gasse Received (7) bid(s) on behalf: Procurement
 Person Receiving Bid(s) City Department

On: 6/26/2017 Today's Date PREPARED BY: Rosa Castell
 Deputy City Clerk



Department of Procurement
Evaluation Committee Ranking Form
Thursday, August 24, 2017
Composite

Request for Qualifications (RFQ) No.: 16-17-003

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Committee Member	Bermello, Ajamil & Partners, Inc.	Calvin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.
Devin Cejas, Zoning Administrator Planning & Zoning Department City of Miami	73.00	82.00	94.00	97.00	72.00	72.00
Joseph Eisenberg, Planner II Planning & Zoning Department City of Miami	88.00	79.00	94.00	94.00	75.00	52.00
Gary Milano, Vice Chair Virginia Key Advisory Board	77.00	59.00	92.00	80.00	40.00	63.00
Patrice Gillespie Smith, Planning, Design & Transportation Senior Manager Miami Downtown Development Authority	73.00	64.00	93.00	84.00	38.00	63.00
Brenda McClymonds, Philanthropy Director, South Division Trust for Public Lands	91.00	88.00	93.00	86.00	80.00	70.00
Invans Augustin, Founding Partner and Creative Director Urban Impact Lab	77.00	73.00	88.00	90.00	73.00	58.00
Preliminary Score:	479.00	445.00	554.00	531.00	378.00	378.00
Five (5) Bonus Points: 15% CBE Participation within City of Miami Boundaries	0.00	0.00	0.00	0.00	0.00	0.00
Total Score:	479.00	445.00	554.00	531.00	378.00	378.00
Ranking:	3	4	1	2	5	5

Committee Chair: Sade Chaney, Senior Procurement Contracting Officer Verifier: Anthony Rolle, Procurement Contracting Manager

Signature: 

Signature: 



Department of Procurement
 Evaluation Committee Ranking Form
 Thursday, August 24, 2017

Request for Qualifications (RFQ) No.: 16-17-003

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Evaluation Criteria	Maximum Points	Bermello, Ajamil & Partners, Inc.	Calvin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	21	22	25	25	18	20	
Proposer's Team Qualifications and Experience	25	21	23	24	24	22	20	
Proposer's Project Manager's Qualifications and Experience	10	7	9	9	8	8	7	
Design Approach and Process	30	17	20	27	30	17	19	
Technical Capabilities and Methodology	10	7	8	9	10	7	6	
Final Score		73	82	94	97	72	72	

Committee Member: Devin Cejas, Zoning Administrator, Planning & Zoning Department, City of Miami



Department of Procurement
 Evaluation Committee Ranking Form
 Thursday, August 24, 2017

Request for Qualifications (RFQ) No.: 16-17-003

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Evaluation Criteria	Maximum Points	Bernello, Ajami & Partners, Inc.	Cabin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	22	20	25	24	22	10	
Proposer's Team Qualifications and Experience	25	24	20	22	23	23	15	
Proposer's Project Manager's Qualifications and Experience	10	8	8	10	7	8	4	
Design Approach and Process	30	26	21	27	30	15	15	
Technical Capabilities and Methodology	10	8	10	10	10	7	8	
Final Score		88	79	94	94	75	52	

Committee Member: Joseph Eisenberg, Planner II, Planning & Zoning Department, City of Miami



Department of Procurement
Evaluation Committee Ranking Form
Thursday, August 24, 2017

Request for Qualifications (RFQ) No.: 16-17-003

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Evaluation Criteria	Maximum Points	Bernello, Ajami & Partners, Inc.	Calvin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	20	15	22	20	10	16	
Proposer's Team Qualifications and Experience	25	20	18	23	20	12	17	
Proposer's Project Manager's Qualifications and Experience	10	7	7	9	7	4	6	
Design Approach and Process	30	22	12	29	25	10	18	
Technical Capabilities and Methodology	10	8	7	9	8	4	6	
Final Score		77	59	92	80	40	63	

Committee Member: Gary Milano, Vice Chair, Virginia Key Advisory Board



Department of Procurement
 Evaluation Committee Ranking Form
 Thursday, August 24, 2017

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Request for Qualifications (RFQ) No.: 16-17-003

Evaluation Criteria	Maximum Points	Bernello, Ajami & Partners, Inc.	Cavin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	18	18	24	22	10	20	
Proposer's Team Qualifications and Experience	25	18	13	23	22	18	15	
Proposer's Project Manager's Qualifications and Experience	10	8	7	9	7	5	7	
Design Approach and Process	30	20	18	27	25	5	15	
Technical Capabilities and Methodology	10	9	8	10	8	0	6	
Final Score		73	64	93	84	38	63	

Committee Member: Patrice Gillespie Smith, Planning, Design & Transportation Senior Manager, Miami Downtown Development Authority



Department of Procurement
 Evaluation Committee Ranking Form
 Thursday, August 24, 2017

Request for Qualifications (RFQ) No.: 16-17-003

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Evaluation Criteria	Maximum Points	Bernello, Ajamit & Partners, Inc.	Cavin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, L.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	23	22	23	24	20	19	
Proposer's Team Qualifications and Experience	25	23	23	22	20	20	20	
Proposer's Project Manager's Qualifications and Experience	10	8	8	9	6	6	5	
Design Approach and Process	30	28	27	30	28	27	20	
Technical Capabilities and Methodology	10	9	8	9	8	7	6	
Final Score		91	88	93	86	80	70	

Committee Member: Brenda McClymonds, Philanthropy Director, South Division, Trust for Public Lands



Department of Procurement
 Evaluation Committee Ranking Form
 Thursday, August 24, 2017

Solicitation Title: Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key

Request for Qualifications (RFQ) No.: 16-17-003

Evaluation Criteria	Maximum Points	Berniello, Ajamil & Partners, Inc.	Cabvin, Giordano & Associates, Inc.	Civitas, Inc.	James Corner Field Operations, I.L.C.	Local Office Landscape and Urban Design LLC	R.E. Chisholm Architects, Inc.	Comments
Proposer's Experience and Qualifications	25	20	22	23	24	20	20	
Proposer's Team Qualifications and Experience	25	20	18	21	23	22	16	
Proposer's Project Manager's Qualifications and Experience	10	9	7	9	7	8	7	
Design Approach and Process	30	20	18	26	27	15	10	
Technical Capabilities and Methodology	10	8	8	9	9	8	5	
Final Score		77	73	88	90	73	58	


Committee Member: Irvans Augustin, Founding Partner and Creative Director, Urban Impact Lab

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Daniel J. Alfonso
City Manager

DATE: June 20, 2017

SUBJECT: Appointment of Evaluation/Selection
Committee for Urban Design, Landscape
Architecture and Engineering Services
for a Flex Park at Virginia Key

FROM: Annie Perez, CPPO, Director 
Department of Procurement

REFERENCES: RFQ No. 16-17-003

ENCLOSURES: Committee Member Resumes

In accordance with Section 18-86(c)(6) of the City of Miami Code, the Department of Procurement (Procurement), on behalf of the Planning and Zoning (PZ) and Parks and Recreation Departments (PR), 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. 16-17-003 for Urban Design, Landscape Architecture and Engineering Services for a Flex Park at Virginia Key (RFQ), issued on April 28, 2017.

The Committee shall be comprised of professionals that have the requisite knowledge and experience to evaluate and score the proposals pursuant to the RFQ.

Committee Chairperson (Non-Voting)

Sade Chaney, Senior Procurement Contracting Officer, Procurement, City of Miami (COM)

City of Miami Committee Members (Voting)

1. Devin Cejas, Zoning Administrator, Planning & Zoning Department, COM
2. Joseph Eisenberg, Planner II, Planning & Zoning Department, COM

External Committee Members (Voting)

1. Gary Milano, Vice Chair, Virginia Key Advisory Board
2. Patrice Gillespie Smith, Miami Downtown Development Authority, Planning, Design & Transportation Senior Manager
3. Brenda McClymonds, Trust for Public Lands, Philanthropy Director, South Division
4. Irvans Augustin, Urban Impact Lab, Founding Partner and Creative Director

Alternates

1. Marta Viciado, Urban Impact Lab, Founding Partner, Strategy Director
2. Stuart Kennedy, The Miami Foundation, Program Director of Strategy and Innovation

Your signature below affirms your appointment of these professionals to serve as Committee members and alternate members for the Urban Design, Landscape Architecture, and Engineering Services for a Flex Park at Virginia Key Project, as solicited under RFQ No. 16-17-003.

APPROVED:


Daniel J. Alfonso, City Manager

6-28-17

Date

AP:sc

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer, City Manager's Office
- Nzeribe Ihekwebaba, Ph.D., P.E., Assistant City Manager/Chief of Operations, City Manager's Office
- Rafael Suarez-Rivas, Esquire, Senior Assistance City Attorney, City Attorney's Office
- Lydia Osborne, Ph.D., CPPO, CPPB, Assistant Director, Procurement
- Anthony Rolle, J.D., M.Acct, CPPB, Procurement Contracting Manager, Procurement