

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

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

DATE: February 21, 2020

FROM: Emilio T. González, PhD.,
City Manager

f:


SUBJECT: Report of Evaluation Committee
for RFQ No. 19-20-011, Miscellaneous
Landscape Architecture Services

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

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. Fernando Casamayor, Assistant City Manager
- Nzeribe Ihekwaba, PhD., P.E., Assistant City Manager
- Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
- Pablo Velez, Assistant City Attorney, City Attorney's Office
- Steven C. Williamson, Director, OCI
- Francisco Garcia, Director, Planning Department
- Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement, COM

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

TO: Emilio T. González, PhD.,
City Manager

DATE: February 21, 2020

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Report of Evaluation Committee for
RFQ No. 19-20-011, Miscellaneous Landscape
Architecture Services

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

Background

On November 1, 2019, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 19-20-011 for the provision of Miscellaneous Landscape Architecture Services ("Project"), on behalf of the Office of Capital Improvements (OCI). On December 10, 2019, Procurement received six (6) proposals in response to this solicitation. Consequently, the proposals were reviewed by Procurement staff, upon which five (5) proposals were deemed responsive and responsible in accordance with the minimum qualifications and experience requirements of the RFQ. The remaining proposal was disqualified from the selection process for not meeting the requirement of having a Landscape Architect who has been licensed and practicing in the State of Florida for a minimum of five (5) years. On February 21, 2020, a letter of disqualification was sent to Savino-Miller Design Studio outlining the reasons for such decision.

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. On February 20, 2020, an Evaluation Committee ("Committee") appointed by the City Manager met and completed the Step 1 evaluation of the five (5) 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:

Evaluation Criteria Step 1	Maximum Points (Per Committee Member)
1. Proposer's Qualifications and Experience	30
2. Proposer's Lead Architect 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
Total Points Per Committee Member	100

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. No Proposer was granted the five (5) Bonus Points. 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 December 10, 2019. 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:

Proposing Firms	Awarded Points (Maximum 400 points)
1. Curtis Rogers Design Studio	448 (10)
2. Chen Moore & Associates	424 (20)
3. Perkins & Will Architects	412 (25)
4. Kimley-Horn & Associates	398 (15)
5. Miller, Legg & Associates	389 (25)

The Committee decided to waive Step 2 proceedings, and voted unanimously to recommend to the City Manager that negotiations of professional services agreements (PSAs) be initiated with all five (5) Proposers. 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, Ms. Edenia Aluart (OCI), and Messrs. David Snow (Planning Department) and Neil Schafers (Downtown Miami Development Authority), to commence negotiations of a PSA to provide landscape architecture services for the Project, with all five (5) Proposers listed above, in the preferred order of ranking. In addition, Mr. Hector Badia, Assistant Director, OCI, has been nominated to serve as Technical Advisor to the Negotiations Committee.

Approved: 
f: Emilio T. González, PhD., City Manager

Date: 2/21/2020

- c. Fernando Casamayor, Assistant City Manager
- Nzeribe Ihekweba, PhD., P.E., Assistant City Manager
- Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
- Pablo Velez, Assistant City Attorney, City Attorney's Office
- Steven C. Williamson, Director, OCI
- Francisco Garcia, Director, Planning Department
- Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement, COM

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

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

DATE: January 9, 2020

FROM: Annie Perez, CPPO, Director
Department of Procurement

SUBJECT: Evaluation Committee Appointments
for Miscellaneous Landscape Architecture
Services - Request for Qualifications ("RFQ")
No.: 19-20-011 - for the Office of Capital
Improvements

REFERENCES: RFQ No. 19-20-011

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) 17-18-049 for Miscellaneous Landscape Architecture Services, issued on November 1, 2019.

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 RFP.

Chairperson (non-voting)

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

City of Miami Staff (voting)

1. David Snow, Chief of Urban Design, Planning Department, COM
2. Edenia Aluart, CGC, Construction Manager, Capital improvements, COM

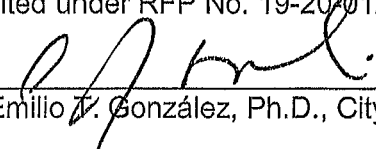
External Committee Members (voting)

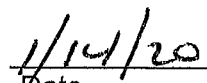
1. Jose Montoya, LEED AP, Project Architect, Port Miami, Miami-Dade County
2. Brandan DeCaro, Licensed Architect, Senior Project Manager, Capital Improvements, Public Works Department, Coral Gables
3. Neal Schafers, ASLA, Manager, Planning, Design, Resilience & Transportation, Miami Downtown Development Authority

Alternate Committee Members (voting)

1. Jeremy Calleros Gauger, AIA, LEED AP, Deputy Director, Planning Department, COM
2. Aldo Bustamante, Assistant Director, Department of Real Estate and Asset Management, COM

Your signature below affirms your appointment of this Committee for the evaluation of proposals for the Project, as solicited under RFP No. 19-20-012.

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


Date

AP: lpc

c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekwebaba, 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
Stephen C. Williamson, Director, OCI

PR20055

STEP 1 MEETING FEBRUARY 20, 2020

CITY OF MIAMI

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-20-011
MISCELLANEOUS LANDSCAPE ARCHITECTURE SERVICES

TABULATION SHEET

FIRM(S)	EVALUATION COMMITTEE						Average	Qualitative Points	Bonus Points	TOTAL QUALITATIVE POINTS	FINAL RANK
	David Snow, Chief of Urban Design, Planning Department, City of Miami	Edenia Aluar, Construction Manager, Office of Capital Improvements, City of Miami	Jose Montoya, LEED*AP, Project Architect, PortMiami, Miami-Dade County	Brandan Decaro, Sr. Project Manager, Capital Improvements, City of Coral Gables	Neal Schafers, ASLA, Manager Planning, Design, Resilience & Transportation, DDA	SUB-TOTAL QUALITATIVE POINTS					
1 PERKINS & WILL	25	27	22	20	26	120	24				
1A - Proposer's Qualifications and Experience (Max. 30 points)	20	18	15	13	18	84	17				
1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)	18	15	15	11	14	73	15				
1C - Proposer's Team Qualifications and Experience (Max. 20 points)	15	13	15	10	13	66	13				
1D - Design Philosophy and Process (Max. 15 points)	10	8	10	8	8	44	9				
1E - Technical Capabilities and Approach (Max. 10 points)	5	5	5	5	5	25	5				
1F - Amount of Work Awarded by the City (Max. 5 points)	93	86	82	67	84			412		412	3
Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.											
2 CURTIS ROGERS DESIGN STUDIO	30	27	25	24	29	135	27				
1A - Proposer's Qualifications and Experience (Max. 30 points)	20	19	18	21	20	98	20				
1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)	20	15	20	16	18	89	18				
1C - Proposer's Team Qualifications and Experience (Max. 20 points)	15	15	15	12	15	72	14				
1D - Design Philosophy and Process (Max. 15 points)	10	9	10	6	9	44	9				
1E - Technical Capabilities and Approach (Max. 10 points)	2	2	2	2	2	10	2				
1F - Amount of Work Awarded by the City (Max. 5 points)	97	87	90	81	93			448		448	1
Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.											
3 CHEN MOORE & ASSOCIATES	30	27	20	20	27	124	25				
1A - Proposer's Qualifications and Experience (Max. 30 points)	20	18	18	15	18	89	18				
1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)	20	18	10	14	18	80	16				
1C - Proposer's Team Qualifications and Experience (Max. 20 points)	10	15	15	13	13	66	13				
1D - Design Philosophy and Process (Max. 15 points)	10	7	10	10	8	45	9				
1E - Technical Capabilities and Approach (Max. 10 points)	4	4	4	4	4	20	4				
1F - Amount of Work Awarded by the City (Max. 5 points)	94	89	77	76	88			424		424	2
Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.											

STEP 1 MEETING FEBRUARY 20, 2020

CITY OF MIAMI

REQUEST FOR QUALIFICATIONS (RFQ) NO. 19-20-011
MISCELLANEOUS LANDSCAPE ARCHITECTURE SERVICES

TABULATION SHEET

NAME OF FIRM(S)

4 KIMLEY-HORN & ASSOCIATES

- 1A - Proposer's Qualifications and Experience (Max. 30 points)
 - 1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)
 - 1C - Proposer's Team Qualifications and Experience (Max. 20 points)
 - 1D - Design Philosophy and Process (Max. 15 points)
 - 1E - Technical Capabilities and Approach (Max. 10 points)
 - 1F - Amount of Work Awarded by the City (Max. 5 points)
- Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.

5 MILLER, LEGG & ASSOCIATES

- 1A - Proposer's Qualifications and Experience (Max. 30 points)
 - 1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)
 - 1C - Proposer's Team Qualifications and Experience (Max. 20 points)
 - 1D - Design Philosophy and Process (Max. 15 points)
 - 1E - Technical Capabilities and Approach (Max. 10 points)
 - 1F - Amount of Work Awarded by the City (Max. 5 points)
- Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.

6 SAVINO-MILLER DESIGN STUDIO

- 1A - Proposer's Qualifications and Experience (Max. 30 points)
 - 1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)
 - 1C - Proposer's Team Qualifications and Experience (Max. 20 points)
 - 1D - Design Philosophy and Process (Max. 15 points)
 - 1E - Technical Capabilities and Approach (Max. 10 points)
 - 1F - Amount of Work Awarded by the City (Max. 5 points)
- Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.

EVALUATION COMMITTEE	Average						Qualitative Points	Bonus Points	TOTAL QUALITATIVE POINTS	FINAL RANK
	David Snow, Chief of Urban Design, Planning Department, City of Miami	Edenia Alvar, Construction Manager, Official of Capital Improvements, City of Miami	Jose Montoya, LEED*AP, Project Architect, PortMiami, Miami-Dade County	Brandan Decaro, Sr. Project Manager, Capital Improvements, City of Coral Gables	Neal Schafers, ASLA, Manager & Planning, Design, Resilience & Transportation, DDA	SUB-TOTAL QUALITATIVE POINTS				
4	25	25	15	23	26	114				
	20	15	15	15	17	82				
	20	18	15	17	17	87				
	10	14	5	13	13	55				
	10	9	10	7	9	45				
	3	3	3	3	3	15				
	88	84	63	78	85		398	80%	4	
5	30	25	10	22	26	113				
	20	18	10	14	17	79				
	18	17	10	14	15	74				
	10	14	5	12	11	52				
	10	9	10	9	8	46				
	5	5	5	5	5	25				
	93	88	50	76	82		389	78%	5	
6	0	0	0	0	0				DQ*	

Fernando V. Ponassi, City of Miami Non-Voting Chairperson
(*) Team was deemed non-responsive to the minimum qualifications for Required Personnel

RFQ No. 19-20-0111


Miscellaneous Landscape Architecture Services

EVALUATION OF PROPOSALS

David Snow, Chief of Urban Design, Planning Department, City of Miami

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EVALUATION CRITERIA	PROPOSERS	Perkins & Will	Curtis & Rodgers	Chen Moore & Associates	Kimley-Horn Associates	Miller Legg	Savino & Miller Design Studio
Proposer's Qualifications and Experience	30	25	30	30	25	30	
Proposer's Lead Architect Qualifications and Experience	20	20	20	20	20	20	
Proposer's Team Qualifications and Experience	20	18	20	20	20	18	
Design Philosophy and Process	15	15	15	10	10	16	
Technical Capabilities and Approach	10	10	10	10	10	10	
Amount of Work Awarded by the City	5	0	5	5	5	0	5
TOTAL POINTS	100	0	0	0	0	0	0

SIGNATURE:  88 95 90 90 85 88

PRINT NAME: David Snow 93 97 94 88 93 93

412 448 424 398 389

(3) (1) (2) (4) (5)

RFQ No. 19-20-011

Miscellaneous Landscape Architecture Services
EVALUATION OF PROPOSALS

Brandan DeCaro, Sr. Project Manager, Public Works Department, City of Coral Gables

EVALUATION CRITERIA	PROPOSERS	Maximum Points	Perkins & Will	Curtis & Rodgers	Chen Moore & Associates	Kimley-Horn Associates	Miller Legg	Savino & Miller Design Studio
Proposer's Qualifications and Experience		30	20	24	20	23	22	
Proposer's Lead Architect Qualifications and Experience		20	13	21	15	15	14	
Proposer's Team Qualifications and Experience		20	11	16	14	17	14	
Design Philosophy and Process		15	10	12	13	13	12	
Technical Capabilities and Approach		10	8	6	10	7	9	
Amount of Work Awarded by the City		5	5	2	4	3	5	
TOTAL POINTS		100	0	0	0	0	0	0

SIGNATURE:



PRINT NAME:

Brandan DeCaro

RFQ No. 19-20-011

Miscellaneous Landscape Architecture Services
EVALUATION OF PROPOSALS

Neal Schafers, ASLA, Manager, Planning, Design, Resilience & Transportation, Miami DDA

EVALUATION CRITERIA	PROPOSERS	Perkins & Will ✓	Curtis & Rodgers ✓	Chen Moore & Associates	Kimley-Horn Associates	Miller Leggv	Savino & Miller Design Studio
Proposer's Qualifications and Experience	30	26	29	27	26	26	
Proposer's Lead Architect Qualifications and Experience	20	18	20	18	17	17	
Proposer's Team Qualifications and Experience	20	14	18	18	17	15	
Design Philosophy and Process	15	13	15	13	13	11	
Technical Capabilities and Approach	10	8	9	8	9	8	
Amount of Work Awarded by the City	5	5	2	4	3	5	
TOTAL POINTS	100	0	0	0	0	0	0

SIGNATURE: *Neal Schafers* 02.20.2019

PRINT NAME: Neal Schafers

84 93 88 85 82 ✓

RFQ No. 19-20-011

Miscellaneous Landscape Architecture Services
EVALUATION OF PROPOSALS

Jose Montoya, LEED® AP, Project Architect, PortMiami, Miami-Dade County

EVALUATION CRITERIA	PROPOSERS	Perkins & Will	Curtis & Rodgers	Chen Moore & Associates	Kimley-Horn Associates	Miller Legg	Savino & Miller Design Studio
Proposer's Qualifications and Experience	30	22	25	20	15	10	
Proposer's Lead Architect Qualifications and Experience	20	15	18	18	15	10	
Proposer's Team Qualifications and Experience	20	15	20	10	15	10	
Design Philosophy and Process	15	15	15	15	5	5	
Technical Capabilities and Approach	10	10	10	10	10	10	
Amount of Work Awarded by the City	5	5	2	4	3	5	
TOTAL POINTS	100	0	0	0	0	0	0
		82	90	77	63	50	

SIGNATURE:



PRINT NAME:

Jose Montoya

0 out of 100 POINTS

RFQ No. 19-20-011

Miscellaneous Landscape Architecture Services
EVALUATION OF PROPOSALS

Edenia Aluart, Construction Manager, Office of Capital Improvements, City of Miami

EVALUATION CRITERIA	PROPOSERS	Perkins & Will	Curtis & Rodgers	Chen Moore & Associates	Kimley-Horn Associates	Miller Legg	Savino & Miller Design Studio
Proposer's Qualifications and Experience	30	27	27	27	25	25	N/A
Proposer's Lead Architect Qualifications and Experience	20	18	19	18	15	18	N/A
Proposer's Team Qualifications and Experience	20	19	15	18	18	17	N/A
Design Philosophy and Process	15	13	15	15	14	14	N/A
Technical Capabilities and Approach	10	8	9	7	9	9	N/A
Amount of Work Awarded by the City	5	5	2	4	3	5	N/A
TOTAL POINTS	100	0	0	0	0	0	0

SIGNATURE:



PRINT NAME:

Edenia Aluart