



**CITY OF MIAMI
DOCUMENT ROUTING FORM**

#72

ORIGINATING DEPARTMENT: Procurement
 DEPT. CONTACT PERSON: Luis Perez-Codina/Luis Caseres EXT. 1922
 NAME OF OTHER CONTRACTUAL PARTY/ENTITY: _____

IS THIS AGREEMENT AS A RESULT OF A COMPETITIVE PROCUREMENT PROCESS? YES NO
 TOTAL CONTRACT AMOUNT: _____ FUNDING INVOLVED? YES NO

TYPE OF AGREEMENT:


- | | |
|----------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> MANAGEMENT AGREEMENT | <input type="checkbox"/> PUBLIC WORKS AGREEMENT |
| <input type="checkbox"/> PROFESSIONAL SERVICES AGREEMENT | <input type="checkbox"/> MAINTENANCE AGREEMENT |
| <input type="checkbox"/> GRANT AGREEMENT | <input type="checkbox"/> INTER-LOCAL AGREEMENT |
| <input type="checkbox"/> EXPERT CONSULTANT AGREEMENT | <input type="checkbox"/> LEASE AGREEMENT |
| <input type="checkbox"/> LICENSE AGREEMENT | <input type="checkbox"/> PURCHASE OR SALE AGREEMENT |

OTHER: (PLEASE SPECIFY) City Manager Memo - Evaluation Committee Report

PURPOSE OF ITEM (BRIEF SUMMARY) Report of Evaluation Committee for RFQ No. 18-19-036-R, Olympia Theater and Office Building Facade Restoration Project, Project B-70100-D2

COMMISSION APPROVAL DATE: _____ FILE ID: _____ ENACTMENT NO.: _____

IF THIS DOES NOT REQUIRE COMMISSION APPROVAL, PLEASE EXPLAIN: N/A

ROUTING INFORMATION	Date	Signature/Print
APPROVAL BY DEPARTMENTAL DIRECTOR	12/24/2020	 Digitally signed by Ponassi Boutureira, Fernando Date: 2020.12.24 11:00:57 -05'00'
SUBMITTED TO RISK MANAGEMENT	N/A	Ann-Marie Sharpe
SUBMITTED TO CITY ATTORNEY	N/A	Victoria Méndez
APPROVAL BY BUDGET OFFICE	N/A	Leon Michel
APPROVAL BY ASSISTANT CITY MANAGER		Fernando Casamayor
APPROVAL BY ASSISTANT CITY MANAGER		Nzeribe Ihekwaba
RECEIVED BY CITY MANAGER		Arthur Noriega V
SUBMITTED TO AND ATTESTED BY CITY CLERK	N/A	Todd Hannon
1) ONE ORIGINAL TO CITY CLERK 2) ONE COPY TO CITY ATTORNEY'S OFFICE 3) REMAINING ORIGINAL(S) TO ORIGINATING DEPARTMENT		

PLEASE ATTACH THIS ROUTING FORM TO ALL DOCUMENTS THAT REQUIRE EXECUTION BY THE CITY MANAGER

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

TO: Arthur Noriega, V
City Manager

DATE: December 22, 2020

FILE:

FROM: Annie Perez, CPPO, Director
Department of Procurement



SUBJECT: Report of Evaluation Committee for RFQ
18-19-036-R, Olympia Theater and Office Building
Façade Restoration, Project B-70100 - D2

ENCLOSURES: Response Security List, Evaluation
Committee Appointment Memos, Evaluation
Committee Tabulation Sheets, Executive Order 20-
52, Executive Order 20-69

Background

On December 4, 2019, the City of Miami ("City") Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 18-19-036-R, soliciting professional services for the Olympia Theater and Office Building Façade Restoration, Project B-70100 - D2 ("Project") on behalf of the Department of Real Estate and Asset Management (DREAM).

On January 21, 2020, Procurement received two (2) proposals in response to this solicitation. Shortly thereafter the City Attorney's Office directed Procurement to put the selection process on hold until further notice due to ongoing legal proceedings affecting the facility. Subsequently, on March 9, 2020, the State of Florida issued a Declaration of Emergency through Executive Order 20-52 (copy attached) as a result of the Novel Coronavirus Disease 2019 (COVID-19) pandemic. Later, on or about July 16, 2020, the City Manager directed Procurement to resume the selection process, which prompted the beginning of the due diligence effort. Consequently, the proposals were reviewed by Procurement staff, upon which one (1) proposal was 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 employing a team member to serve as Project Manager who had been practicing as a registered architect under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 481, "Architecture, Interior Design, and Landscape Architecture," or as a registered engineer under Title XXXII, Regulation of Professions and Occupations, Florida Statutes, Chapter 471, "Engineering," in the State of Florida for a minimum of five (5) years." On November 19, 2020, R.J. Heisenbottle Architects, PA was sent a non-responsiveness letter outlining the reasons for such decision.

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 (2) appointed external voting members declined to participate, a new external voting member and an additional alternate member were appointed on December 3, 2020. The Step 1 Evaluation Committee Meeting was finally scheduled for December 8, 2020.

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 8, 2020, an Evaluation Committee ("Committee") appointed by the City Manager met and completed the Step 1 evaluation of the

sole responsive and responsible proposal, following the guidelines stipulated in the solicitation. Accordingly, the proposal was 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's Qualifications and Experience	20
3. Proposer's Key Personnel's 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


Due to the potential utilization of non-local funding sources to compensate consultants under contract, the standard 15% participation of Small Business Enterprise ("SBE") firm 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 January 21, 2020. The individual score under this criterion is indicated between parenthesis next to the total awarded points shown below. The final score was as follows:

Proposing Firm	Awarded Points (Maximum 500 points)
1. Gurri Matute PA	463 (15)

The Committee decided to waive Step 2 proceedings and as a result, the Committee voted unanimously to recommend to the City Manager that negotiations of a professional services agreement (PSA) be initiated with Gurri Matute PA. The Tabulation Sheet and individual Committee Member Score Sheets for Step 1 are attached as supporting documentation.

Recommendation

The Committee hereby requests authorization for Procurement, in collaboration with the nominated Negotiations Committee, Messrs. Asael Marrero (Building), Jose S. Camero, R.A., and Robert Geitner (Olympia Theatre), to commence negotiations of a PSA to develop a complete set of construction documents suitable for bid and permitting purposes for the restoration of the structural system and the exterior façade for the Project, with the highest ranked firm, Gurri Matute, PA. In addition, Messrs. Mark Burns (DREAM) and Andrew Schimmel (DREAM) have been nominated to serve as Technical Advisors to the Negotiations Committee.

Approved: 

Arthur Noriega V, City Manager

Date: 12/28/20

- c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer
- Pablo R. Velez, Sr. Assistant City Attorney
- Asael Marrero, Director, Building Department
- Anthony Barcena, Assistant Director of Public Facilities, DREAM
- Fernando V. Ponassi, MA Arch., MA PPA, LEED@AP, Assistant Director, Procurement

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

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 RFQ 18-19-036-R, Olympia Theater and Office Building Facade Restoration Project

ENCLOSURES: Evaluation Committee Report

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: lpc

- c. Fernando Casamayor, Assistant City Manager/Chief Financial Officer
Pablo R. Velez, Sr. Assistant City Attorney, City Attorney's Office
Anthony Barcena, Assistant Director of Public Facilities, DREAM
Annie Perez, CPPO, Director, Department of Procurement
Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement



**CITY OF MIAMI
DOCUMENT ROUTING FORM**

#63

ORIGINATING DEPARTMENT: Procurement
 DEPT. CONTACT PERSON: Fernando Ponassi/Luis Caseres EXT. _____
 NAME OF OTHER CONTRACTUAL PARTY/ENTITY: _____

IS THIS AGREEMENT AS A RESULT OF A COMPETITIVE PROCUREMENT PROCESS? YES NO
 TOTAL CONTRACT AMOUNT: _____ FUNDING INVOLVED? YES NO

TYPE OF AGREEMENT:


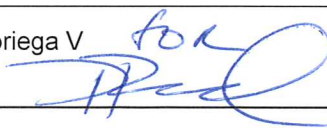
- | | |
|----------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> MANAGEMENT AGREEMENT | <input type="checkbox"/> PUBLIC WORKS AGREEMENT |
| <input type="checkbox"/> PROFESSIONAL SERVICES AGREEMENT | <input type="checkbox"/> MAINTENANCE AGREEMENT |
| <input type="checkbox"/> GRANT AGREEMENT | <input type="checkbox"/> INTER-LOCAL AGREEMENT |
| <input type="checkbox"/> EXPERT CONSULTANT AGREEMENT | <input type="checkbox"/> LEASE AGREEMENT |
| <input type="checkbox"/> LICENSE AGREEMENT | <input type="checkbox"/> PURCHASE OR SALE AGREEMENT |

OTHER: (PLEASE SPECIFY) City Manager Memo

PURPOSE OF ITEM (BRIEF SUMMARY) Olympia Theater and Office Building Façade Restoration - Evaluation Committee

COMMISSION APPROVAL DATE: _____ FILE ID: _____ ENACTMENT NO.: _____

IF THIS DOES NOT REQUIRE COMMISSION APPROVAL, PLEASE EXPLAIN: N/A

ROUTING INFORMATION	Date	Signature/Print
APPROVAL BY DEPARTMENTAL DIRECTOR	11/25/2020	 Digitally signed by Ponassi Boutreira, Fernando Date: 2020.11.25 12:09:51 -05'00'
SUBMITTED TO RISK MANAGEMENT	N/A	Ann-Marie Sharpe
SUBMITTED TO CITY ATTORNEY	N/A	Victoria Méndez
APPROVAL BY BUDGET OFFICE	N/A	Chris Rose
APPROVAL BY ASSISTANT CITY MANAGER		Fernando Casamayor Digitally signed by Casamayor, Fernando Date: 2020.11.25 15:46:26 -05'00'
APPROVAL BY ASSISTANT CITY MANAGER		Nzeribe Ihekwa
RECEIVED BY CITY MANAGER	12/13/20	Arthur Noriega V 
SUBMITTED TO AND ATTESTED BY CITY CLERK	N/A	Todd Hannon
1) ONE ORIGINAL TO CITY CLERK 2) ONE COPY TO CITY ATTORNEY'S OFFICE 3) REMAINING ORIGINAL(S) TO ORIGINATING DEPARTMENT		

CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM

TO: Arthur Noriega, V
City Manager

DATE: November 25, 2020

 for

FROM: Annie Perez, CPPO, Director
Department of Procurement

SUBJECT: Evaluation Committee Appointments
for Olympia Theater and Office Building Façade
Restoration - B-70100 for the Department of Real
Estate and Asset Management

REFERENCES: RFQ No. 18-19-036-R

In accordance with Section 18-86(c)(6) of the City of Miami Code, at the request of the Department of Procurement (Procurement) on behalf of the Department of Real Estate and Asset Management (DREAM), an Evaluation Committee was appointed on December 20, 2019 (copy attached). Due to one of the external voting members declining to participate, we would like to recommend Mr. Jose S. Camero, Registered Architect (R.A.) as a substitute, and Ms. Marisol Martinez S. MBA-PMP, with the City of Miami Office of Capital Improvements (OCI) as a second alternate member.

The Committee will be tasked with evaluating and scoring the proposals submitted on January 21, 2020, in response to Request for Qualifications (RFQ) No. 18-19-036-R for the Olympia Theater and Office Building Façade Restoration - B-70100 (Project). The Committee is 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)

Luis Pérez-Codina, Sr. Procurement Contracting Manager, Procurement, City of Miami (COM)

City of Miami Committee Members (voting)

1. Warren Adams, Preservation Officer, Planning Department, COM
2. Asael Marrero, Assistant Director of Building Services, Building Department, COM

External Committee Members (voting)

1. Christine Rupp, Executive Director, Dade Heritage Trust, Inc.
2. Jose S. Camero, R.A.
3. Sarah Cody, Historic Preservation Chief, Office of Historic Preservation, Miami Dade County

Alternate Committee Members

1. Efren Nunez, Public Art Manager, Planning Department, COM
2. Marisol Martinez, S., MBA-PMP, OCI, COM

Your signature below affirms your appointment of this Committee for the evaluation of proposals for the Project, as solicited under RFQ No. 18-19-036-R.

APPROVED: _____

Arthur Noriega, V, City Manager

Date

AP: lpc

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

PR20128



City of Miami

EVALUATION COMMITTEE MEETING SIGN-IN SHEET REQUEST FOR INVITATIONS (RFQ) NO. 18-19-036-R OLYMPIA THEATRE AND OFFICE BUILDING FAÇADE RESTORATION PROJECT B-70100 - D2

Meeting Date: December 8, 2020, 3:00 pm.

Proposal Submittal Date: January 21, 2020, 3:00 p.m.

Representative (Please print clearly)	Company's Name	Phone Number	Email Address
ASSEL DE MARQUEO	CITY OF MIAMI	305.416.1195	AMARQUEO@MIAMI.COV. MIAMI.COV.
JOSÉ S. CAYERO	NA	305 774 6800	JS CAYERO@BOLSOBY BOLSOBY.COM
ROBERT GENTNER	OLYMPIA CENTER INC.	786.200.3233	rgentner@olympiacenter.com
MARISOL MARTINEZ SAUBER	CITY OF MIAMI	305-416-1219	mmartinez@miamivol.com
MARISOL ADAMS	CITY OF MIAMI	305-416-1059	WADAMS@MIAMICOV.COM
CHRISTINE BURP	Dale Skritze Trust	305-358-4572	chris@dalehenrytrust.org

RFQ No. 18-19-036-R

Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2

EVALUATION OF PROPOSALS

Asael Marrero, Director, Building Department, City of Miami

EVALUATION CRITERIA	PROPOSERS	Maximum Points	PROPOSERS	
			Gurri Matte PA	R.J. Heisenbottle Architects
Proposer's Qualifications and Experience		30	28	
Proposer's Lead Architect Qualifications and Experience		20	18	
Proposer's Key Personnel's Qualifications and Experience		20	19	
Design Philosophy and Process		15	15	
Technical Capabilities and Approach		10	10	
Amount of Work Awarded by the City		5	3	
TOTAL POINTS		100	3	0

SIGNATURE:

ASDEL MARRERO

PRINT NAME:

[Handwritten signature]

93
C.M.



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.

I certify that I have not been employed by any of the proposers during the preceding period of twenty-four months.

I certify that I have not, and will not, have any communications regarding this solicitation to the extent prohibited by the "Cone of Silence."

I certify to the best of my knowledge that I have not had discussions, conversations, offers, agreements or arrangements for future employment with any entity or affiliate of such entity under consideration by this Committee, including any proposed subcontractor.

I certify to the best of my knowledge that I have not solicited or accepted, nor will solicit or accept, gratuities, favors or anything of value with respect to the above referenced solicitation.

I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:

Member's Signature

Director, Building Department

Member's Title

Asael Marrero

Member's Name (Print)

12 / 1 / 2020

Date

RFQ No. 18-19-036-R
 Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2
 EVALUATION OF PROPOSALS
 Jose S. Camero, R.A.

EVALUATION CRITERIA	PROPOSERS	Maximum Points	Gurri Matte PA	R.J. Heisenbottle Architects
		Proposer's Qualifications and Experience	30	28
Proposer's Lead Architect Qualifications and Experience	20	19		
Proposer's Key Personnel's Qualifications and Experience	20	20		
Design Philosophy and Process	15	14		
Technical Capabilities and Approach	10	10		
Amount of Work Awarded by the City	5	3		
TOTAL POINTS		100	3	0

SIGNATURE: 

94 JE

PRINT NAME: JOSE S. CAMERO



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.


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I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:


Member's Signature

JOSE S. CAMERO
Member's Name (Print)

ARCHITECT
Member's Title

12/8/20
Date

RFQ No. 18-19-036-R

**Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2
EVALUATION OF PROPOSALS**

Marisol Martinez, S., MBA-PMP, Office of Capital Improvements, City of Miami

EVALUATION CRITERIA	PROPOSERS		
	Maximum Points	Gurri Matute PA	R.J. Heisenbottle Architects
Proposer's Qualifications and Experience	30	27	
Proposer's Lead Architect Qualifications and Experience	20	18	
Proposer's Key Personnel's Qualifications and Experience	20	18	
Design Philosophy and Process	15	13	
Technical Capabilities and Approach	10	9	
Amount of Work Awarded by the City	5	3	
TOTAL POINTS	100	88	0

SIGNATURE:



PRINT NAME:

MARISOL MARTINEZ SALAZAR



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.


I certify that I have not been employed by any of the proposers during the preceding period of twenty-four months.

I certify that I have not, and will not, have any communications regarding this solicitation to the extent prohibited by the "Cone of Silence."

I certify to the best of my knowledge that I have not had discussions, conversations, offers, agreements or arrangements for future employment with any entity or affiliate of such entity under consideration by this Committee, including any proposed subcontractor.

I certify to the best of my knowledge that I have not solicited or accepted, nor will solicit or accept, gratuities, favors or anything of value with respect to the above referenced solicitation.

I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:


Member's Signature

MARISOL MARTINEZ SALAZAR
Member's Name (Print)

Project Manager
Member's Title

12/08/2020.
Date

RFQ No. 18-19-036-R
Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2
EVALUATION OF PROPOSALS

Warren Adams, Preservation Officer, Planning Department, City of Miami

EVALUATION CRITERIA	PROPOSERS		
	Maximum Points	Gurri Matte PA	R.J. Heisenbottle Architects
Proposer's Qualifications and Experience	30	27	
Proposer's Lead Architect Qualifications and Experience	20	18	
Proposer's Key Personnel's Qualifications and Experience	20	19	
Design Philosophy and Process	15	14	
Technical Capabilities and Approach	10	9	
Amount of Work Awarded by the City	5	3	
TOTAL POINTS	100	90.3	0

SIGNATURE:

Warren Adams

WA.

PRINT NAME:

WARREN ADAMS



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.

I certify that I have not been employed by any of the proposers during the preceding period of twenty-four months.

I certify that I have not, and will not, have any communications regarding this solicitation to the extent prohibited by the "Cone of Silence."

I certify to the best of my knowledge that I have not had discussions, conversations, offers, agreements or arrangements for future employment with any entity or affiliate of such entity under consideration by this Committee, including any proposed subcontractor.

I certify to the best of my knowledge that I have not solicited or accepted, nor will solicit or accept, gratuities, favors or anything of value with respect to the above referenced solicitation.

I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:

W. Adams
Member's Signature

WILDEY ADAMS
Member's Name (Print)

PRESERVATION OFFICER
Member's Title

12/8/2020
Date

RFQ No. 18-19-036-R
Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2
EVALUATION OF PROPOSALS

Christine Rupp, Executive Director, Dade Heritage Trust, Inc.

EVALUATION CRITERIA	PROPOSERS		
	Maximum Points	Gurri Matte PA	R.J. Heisenbottle Architects
Proposer's Qualifications and Experience	30	30	
Proposer's Lead Architect Qualifications and Experience	20	20	
Proposer's Key Personnel's Qualifications and Experience	20	20	
Design Philosophy and Process	15	15	
Technical Capabilities and Approach	10	10	
Amount of Work Awarded by the City	5	3	
TOTAL POINTS	100	98 <i>dk</i>	0

SIGNATURE:

Christine Rupp

PRINT NAME:

Christine Rupp



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.

I certify that I have not been employed by any of the proposers during the preceding period of twenty-four months.

I certify that I have not, and will not, have any communications regarding this solicitation to the extent prohibited by the "Cone of Silence."

I certify to the best of my knowledge that I have not had discussions, conversations, offers, agreements or arrangements for future employment with any entity or affiliate of such entity under consideration by this Committee, including any proposed subcontractor.

I certify to the best of my knowledge that I have not solicited or accepted, nor will solicit or accept, gratuities, favors or anything of value with respect to the above referenced solicitation.

I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:

Chonice Rupp

Member's Signature

Christine Rupp

Member's Name (Print)

Executive Director

Member's Title

12/8/20

Date



EVALUATION/SELECTION COMMITTEE MEMBER CONFLICT OF INTEREST DISCLOSURE FORM

Request for Qualifications (RFQ) No. 18-19-036-R

(Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of the Code of Miami-Dade County)

As a member of the Evaluation/Selection Committee to evaluate proposals for **Olympia Theatre and Office Building Façade Restoration Project B-70100 – D2**, I acknowledge that I will comply with the Conflict of Interest and Code of Ethics Ordinance, Sec. 2-11.1 of the Code of Miami-Dade County. I understand that this Ordinance precludes me from, among other things, soliciting, accepting or agreeing to accept any gift as a result of my service on the Committee; from exploiting my position to secure special privileges or exemptions for myself or others; and from disclosing confidential information acquired by reason of my Committee service, or utilizing such confidential information for my personal gain or benefit, or for gain or benefit of any immediate family member.

I certify that I do not control or direct any financial or other interest held personally or on behalf of any member of my immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) in any vendor or affiliate of any vendor under consideration by this Committee, including any proposed subcontractor.

I certify that to the best of my knowledge none of the owners, officers or employees of the proposers for this solicitation was my immediate supervisor during the preceding eighteen-month period.

I certify to the best of my knowledge that I, and the members of my immediate family, are not now employed by and have not been employed by any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor.

I certify that I have not been employed by any of the proposers during the preceding period of twenty-four months.

I certify that I have not, and will not, have any communications regarding this solicitation to the extent prohibited by the "Cone of Silence."

I certify to the best of my knowledge that I have not had discussions, conversations, offers, agreements or arrangements for future employment with any entity or affiliate of such entity under consideration by this Committee, including any proposed subcontractor.

I certify to the best of my knowledge that I have not solicited or accepted, nor will solicit or accept, gratuities, favors or anything of value with respect to the above referenced solicitation.

I certify to the best of my knowledge that I have no business interest of any kind with any vendor or affiliate of such vendor under consideration by this Committee, including any proposed subcontractor, which might appear to create a conflict of interest except as noted below:


Member's Signature

Luis A. Perez-Castan
Member's Name (Print)

Chairperson (Non-Voting)
Member's Title

12/08/2020
Date

RFQ No. 18-19-036-R
Step 1 Meeting Agenda
Olympia Theater and Office Building Facade Restoration Project B-70100 - D2
December 8, 2020, 3:00 p.m.
Jose Marti Park's Gymnasium
434 SW 3rd Ave, 2nd Floor, Miami, FL 33130

OPENING STATEMENTS:

- ✓ a. Good afternoon today is Tuesday, December 8, 2020. The time is 3:18 p.m.
- ✓ b. We are situated at the Jose Marti Park's Main Building, 2nd Floor, 434 SW 3rd Ave, Miami, FL 33130
- ✓ c. Today, we are holding the Step 1 Meeting, for RFQ No. 18-19-036-R, Olympia Theater and Office Building Facade Restoration Project B-70100 - D2 for the City of Miami.
- ✓ d. My name is Luis Pérez-Codina, and I am the Sr. Procurement Contracting Manager for A&E and Construction Services, for the City of Miami Department of Procurement. I am also the non-voting Chairperson of this committee.
- e. I am now going to ask everyone present to identify themselves, stating for the record his or her name, the agency you represent, business address, and the capacity in which you are attending this meeting today.
- f. Thank you very much everyone. Please be advised that this meeting is being audio recorded.
- All portions of this Evaluation Committee meeting, in which official City business is being performed, shall be audio taped. Breaks called by the Chairperson are not considered part of the official meeting. Therefore, no official business of the Evaluation Committee shall be conducted during official breaks.
 - An official break shall be called by the Chairperson if any member of the Evaluation Committee needs to leave the meeting room for any reason.
 - All Evaluation Committee Members must remain in the meeting room until all members of the committee have completed their evaluation scoring sheets.
 - Audio taping shall continue during tabulation of scores, as this is part of the official purpose of the meeting.
- g. To the members of the public and industry representatives, welcome and please be advised that during this process you cannot ask questions or participate in this forum.

If anyone leaves the meeting; state for the record the name of the person and their action. If anyone joins the proceedings, note their name and business for the record.

If the taping stops during the meeting, state the reason for the stoppage... At this time I would like to advise the committee that no discussion pertaining to this meeting can take place until the taping resumes. When taping resumes, state for the record that taping has resumed.

- I would like to advise committee members that they may not unduly influence each other with verbal comments regarding any of the firms being evaluated. Commentary about respondent firms and their performance must be supported by written evidence. If a committee member would like to provide other members with official documentation (i.e.

past performance evaluation(s), letter(s) of non-performance, etc.) about a particular firm's performance, then he or she may do so as long as said information is submitted through the Chairperson to be made part of the record.

SIGN-IN SHEET: Instruct attendees to sign-in.

NEUTRALITY AFFIDAVITS: Collect signed Neutrality Affidavits from committee members. Request the members to advise if they have a conflict of interest.

Information regarding the project:

Solicitation may require a two-step process: Step 1 - Evaluation of Qualifications, and Step 2 Oral Presentations (if recommended by the Evaluation Committee).

- The Project was advertised on December 4, 2019.
- 15% SBE participation was not required.
- Two (2) Addenda were issued.
- The City Clerk received two (2) proposals for this solicitation on January 21, 2020.
- Procurement has conducted its due diligence process to address responsiveness to licenses, technical certifications, local preference, and minimum qualifications and past experience as indicated in the solicitation documents.
- As a result of the Due Diligence process, a proposal submitted by R.J. Heisenbottle was deemed non-responsive on November 19, 2020.

INVENTORY:

Go through each of the teams.

- Make mention that R. J. Heisenbottle has been deemed Non-Responsive by the City of Miami and their Proposal shall not be considered

COMMITTEE DISCUSSION:

Provide the Evaluation Committee with the opportunity to discuss or ask questions regarding the teams of firms with relation to the Experience and Qualifications stipulations and the specific criteria.

Motion #1:

To move forward with evaluation of the following firms in compliance with the Experience and Qualifications stipulations denoted in the RFQ:

Moved: _____

Second: _____

Action: _____

PROPOSAL REVIEW:

Instruct the Committee Members that they should have reviewed all proposals from the respondents, and score points as appropriate.

- Explain why the Amount of Work Awarded criterion is already entered.

Advancing Firms will be notified and invited to offer a responsive and responsible Technical and Price Proposal in the Step 2 evaluation process. Oral presentations will be scheduled with responsive and responsible Advancing Firms.

▪ **Motion #2 (Consensus Motion):**

To recommend to the City Manager, the appointment of the following individuals to the Negotiation Committee:

Ace Navarro

Jose Giner

Robert Gertner

Fernando F. Technical
Suff. Ann
Orca

- Other motions as needed
- Collect all evaluation reports and if applicable, copies of the tabulation report.
- Thank all personnel for their assistance.

M. Bureas

CLOSING STATEMENTS:

- a) I would like to advise that the audio recording of this proceeding is a public record, pursuant to Section 119.07, Florida Statutes. As a public record, this tape may be duplicated and distributed in accordance with Florida Statutes regarding public records. Fees may be charged to the public for examining and duplicating these records. Copies of these proceedings may be obtained from the Department of Procurement upon request.
- b) As a reminder, this project remains under the Cone of Silence. All requests for information must be in submitted in writing, via email and copied to the City Clerk.
- c) At this time, I would like to conclude the audio recording, and advise that nothing further regarding this proceeding may be discussed.
- d) Meeting adjourned at *3:53 PM*.

According to the Cone of Silence:

Commencement and Termination of the Cone of Silence

When City Commission is the awarding authority:

The Cone of Silence terminates at the time when the City Manager issues a written recommendation to the City Commission. If the City Commission refers the City Manager's recommendation back for further review, the Cone of Silence shall be reinstated until such time as the City Manager issues a subsequent recommendation.

City Manager or City Manager's delegated authority:

The Cone of Silence terminates at the time when the City Manager or City Manager's designee executes the contract award recommendation and a copy of the award recommendation is filed with the City Clerk.

STEP 1 MEETING DECEMBER 8, 2020		EVALUATION COMMITTEE					SUB-TOTAL QUALITATIVE POINTS	Average	Qualitative Points	Bonus Points	TOTAL QUALITATIVE POINTS	FINAL RANK
CITY OF MIAMI REQUEST FOR QUALIFICATIONS (RFQ) NO. 18-19-036-R OLYMPIA THEATRE AND OFFICE BUILDING FAÇADE RESTORATION		Warren Adams, Preservation Officer, Planning Department, City of Miami	Asael Marrero, Director, Building Department, City of Miami	Christine Rupp, Executive Director, Dade Heritage Trust, Inc.	Jose S. Camero, R.A.	Marisol Martinez, S., MBA, Office of Capital Improvements, City of Miami						
TABULATION SHEET		NAME OF FIRM(S)										
1	Gurri Matute PA											
	1A - Proposer's Qualifications and Experience (Max. 30 points)	27	28	30	28	27	140	28				
	1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)	18	18	20	19	18	93	19				
	1C - Proposer's Key Personnel's Qualifications and Experience (Max. 20 points)	19	19	20	20	18	96	19				
	1D - Design Philosophy and Process (Max. 15 points)	14	15	15	14	13	71	14				
	1E - Technical Capabilities and Approach (Max. 10 points)	9	10	10	10	9	48	10				
	1F - Amount of Work Awarded by the City (Max. 5 points)	3	3	3	3	3	15	3				
	Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.	90	93	98	94	88	463		463 93%		463	1
2	R.J. Heisenbottle Architects											
	1A - Proposer's Qualifications and Experience (Max. 30 points)						0	0				
	1B - Proposer's Lead Architect Qualifications and Experience (Max. 20 points)						0	0				
	1C - Proposer's Key Personnel's Qualifications and Experience (Max. 20 points)						0	0				
	1D - Design Philosophy and Process (Max. 15 points)						0	0				
	1E - Technical Capabilities and Approach (Max. 10 points)						0	0				
	1F - Amount of Work Awarded by the City (Max. 5 points)						0	0				
	Tie Breakers = Sub-Total Qualitative Points for 1A, 1B, 1C, 1D, 1E, and 1F in that order.								- 0%		-	DQ*

Luis A. Perez-Codina, City of Miami Non-Voting Chairperson

(*) Team was deemed non-responsive to the minimum qualifications for Required Personnel

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.

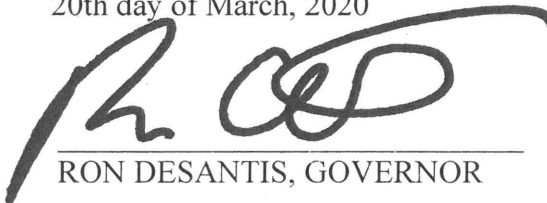
Section 2. Local government bodies may utilize communications media technology, such as telephonic and video conferencing, as provided in section 120.54(5)(b)2., Florida Statutes.

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

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:

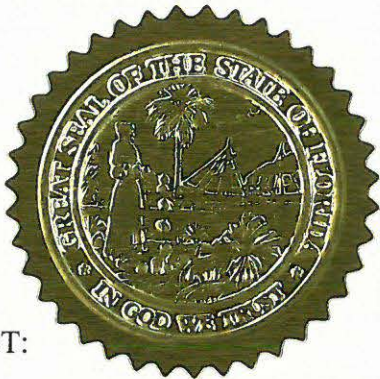
- 1) Maintain an accurate and up-to-date list of all such closures; and,
- 2) Provide that list daily to the State Coordinating Officer.

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 McKee
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 DESANTIS, GOVERNOR

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