

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

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

**DATE:** September 24, 2018

**FILE:**

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

**SUBJECT:** Revised Recommendation of Award  
of a Contract for Southwest (SW) Streetscape  
and Street Tree Master Plan Services

**REFERENCES:** RFQ No. 16-17-006

**ENCLOSURES:** Recommendation of Award  
Dated December 5, 2017; Chairperson's Report  
with Score Sheets; Evaluation Committee  
Appointment Memo

**Recommendation**

In the Recommendation of Award dated December 5, 2017, the former City Manager approved the award of a Contract to Curtis & Rogers Design Studio, Inc. (Curtis & Rogers), for Request for Qualifications (RFQ) No. 16-17-006, Southwest (SW) Streetscape and Street Tree Master Plan Services (the "Project") (see enclosed Recommendation of Award). However, in an effort to meet unforeseen budgetary requirements, the Department of Planning (Planning) has restructured the scope of services to address the intent of the Project in a more efficient manner. As a result, the comprehensive Master Plan will be developed on a phased basis as Pilot Plans or "Conceptual Plans" for the neighborhoods and corridors identified in the scope of services; establishing clear guidance for development in the immediate future and a foundation for comprehensive schematic design development at the time of need.

**Fiscal Impact**

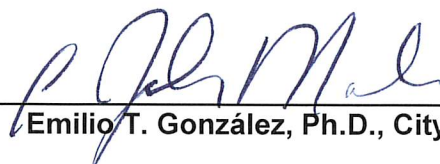
The fiscal impact to the City of Miami (City) for the negotiated contract is now **\$610,247.77**. This fee is comprised of a fee for Basic Services in the amount of \$580,247.77 and Reimbursable Expenses in the amount of \$30,000.00. The prior award totaled to \$1,297,271.02; therefore, additional negotiations and restructuring resulted in \$687,023.25 of considerable savings for our taxpayers. Funds will be allocated from the Tree Trust Funds.

**Background**

On May 24, 2017, the City, through the Department of Procurement (Procurement), issued a solicitation for the Project under full and open competition. On June 27, 2017, the Office of the City Clerk received five (5) proposals in response to the solicitation. Following evaluation of the proposals, the Evaluation Committee recommended Curtis & Rogers, the highest ranked responsive and responsible proposer, for negotiations (see enclosed Evaluation Committee Report). Subsequently, a Negotiations Team finalized negotiation of the scope of services and price proposal on November 16, 2017. However, although the former City Manager approved the prior recommendation to award, authorization by the City Commission was placed on hold due to unforeseen budgetary constraints.

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

Approved: \_\_\_\_\_

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

Date: 10/24/18

- c: Joseph F. Napoli, Deputy City Manager
- Nzeribe Ihekwebaba, Ph.D., P.E., Assistant City Manager
- Sandra Bridgeman, CPA, Assistant City Manager/Chief Financial Officer
- Rafael Suarez-Rivas, Chief Assistant City Attorney
- Todd B. Hannon, City Clerk, COM
- Francisco Garcia, Director, Department of Planning
- 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:** December 5, 2017

**FILE:**

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

**SUBJECT:** Recommendation of Award of a Contract  
for the Southwest Streetscape and Street Tree Master  
Plan Services

**REFERENCES:** RFQ No. 16-17-006

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

---

**Recommendation**

Based on the findings below, the Procurement Department (Procurement) hereby recommends award of Contract No. RFQ 16-17-006, to Curtis & Rogers Design Studio (Curtis & Rogers), for the development of the Southwest Streetscape and Street Tree Master Plan (Plan).

The overall project goal is to develop a blueprint for the City of Miami's (City) use in the implementation of a cohesive and meaningful vision which most efficaciously builds upon other City planning efforts, through a creative and imaginative design unifying street tree canopy and water efficient plant palette. The Plan will include an analysis of the existing site conditions, tree inventory, along with the recommended improvements, the phasing/priority, cost benefit analysis and the estimated costs associated with the implementation of such recommendations. Emphasis will be placed on the sustainability, ease of access and egress, and the creation a coherent Plan design statement within the City, and will conform to the existing Coral Way, Underline Corridors' and Miami Green Commission Tree Master Plans, and applicable provisions of Chapter 17, Trees/Environmental Protection of the City Code.

**Fiscal Impact**

The fiscal impact to the City of Miami (City) for the development of the Plan is \$1,297,271.02 (negotiated). This fee is comprised of a fee for Basic Services in the amount of \$1,252,271.02, and Reimbursable Expenses in the amount of \$45,000.00. Funds will be allocated from the Tree Trust Funds. The Agreement shall be effective until final completion of the Project, and acceptance of the Plan by the City.

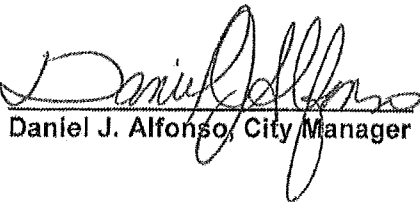
**Background**

On May 24, 2017, the Department of Planning through Procurement, issued RFQ No. 16-17-006 under full and open competition, to obtain proposals from qualified and experienced professional consulting firms to procure a full range of professional urban design and planning, landscape architecture and engineering services for the development of a comprehensive public streetscape and street tree master plan. On June 27, 2017, five (5) proposals were received in response to the RFQ. Following evaluations of the proposals, the Evaluation Committee recommended Curtis & Rogers, the highest ranked responsive and responsible proposer, for negotiations.

Subsequently, a Negotiations Team (Team) met on August 24, 2017 to review the scope, and requested that the firm provide a full price proposal. Due to Hurricane Irma, the next meetings were held on October 10, 2017 and November 1, 2017, to negotiate the scope of services and the firm's price proposal; negotiation was successfully completed on November 16, 2017. As a result of the negotiations, the City achieved approximately seven percent (7%) savings, or \$97,475.18 from the firm's proposed price of \$1,394,746.20.

Curtis & Rogers demonstrated in their proposal that they meet the minimum qualifications and have the technical capabilities to complete the Project, as evidenced by their experience and proposed approach. Consequently, approval of this recommendation to award is requested. Your signature below will indicate approval of this recommendation.

Approved:

  
Daniel J. Alfonso, City Manager

Date: 12-13-17


- c: Fernando J. Casamayor, Chief Financial Officer/Assistant City Manager
- Alberto N, Parjus, Assistant City Manager
- Nzeribe Ihekwaba, PhD., P.E., Chief of Operations/Assistant City Manager
- Rafael Suarez-Rivas, Senior Assistant City Attorney
- Francisco Garcia, Director, Department of Planning
- Lydia Osborne, PhD, CPPO, CPPB, Assistant Director/Chief Negotiator, Procurement
- Efren Nunez, Planner III, Department of Planning
- Marlo Darrington, CPPO, CPPB, Construction Contracts Compliance Manager, OCI

CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

---

TO: Daniel J. Alfonso,  
City Manager

DATE: August 9, 2017      FILE:

FROM: Annie Perez, CPPO,   
Procurement Department Director

SUBJECT: Recommendation to Negotiate a  
Contract for Southwest Streetscape and Street  
Tree Master Plan Services

REFERENCES: RFQ No. 16-17-006

ENCLOSURES: Evaluation Committee Pre and  
Post Oral Score Sheets; Evaluation Committee  
Appointment Memo

---

**Recommendation:**

Based on the findings below, the Procurement Department (Procurement) hereby recommends approval for negotiations to award a contract, pursuant to Request for Qualifications No. 16-17-006 (RFQ), Southwest Streetscape and Street Tree Master Plan Services (Project), to the top-ranked responsive and responsible Proposer, Curtis & Rogers Design Studio, Inc. (Curtis & Rogers). The scope of the Project is to perform a full range of urban planning and design, landscape architecture and engineering services, to create a Master Plan (Plan) and schematic design for the distinct neighborhoods and commercial corridors within the southwestern municipal boundaries of the City of Miami (City). The area, identified with the greatest tree canopy deficiency, consists of approximately 6.7 square miles, and is one of the City's most densely populated regions

The overall Project goal is to develop a blueprint for the City's use in the implementation of a cohesive and meaningful vision to build upon other City planning efforts, through a creative and imaginative design, unifying street tree canopy and water-efficient plant palette. A traffic study and parking assessment will also be performed to evaluate existing traffic and parking conditions, and impacts on future residents. The proposed Plan should conform to the existing Coral Way, Underline Corridors' and Miami Green Commission Tree Master plans, and applicable provisions of Chapter 17, Trees/Environmental Protection of the City Code.

**Background:**

On May 24, 2017, Procurement through the Planning and Zoning Department (P&Z), issued RFQ No. 16-17-006 under full and open competition, to obtain proposals from qualified and experienced professional consulting firms to procure a full range of professional urban design and planning, landscape architecture and engineering services for the development of a comprehensive public streetscape and street tree Plan. On June 27, 2017, five (5) proposals were received in response to the RFQ. Proposers were required to meet all of the minimum qualification requirements established in the RFQ, in order to be deemed qualified to provide the services. Subsequently, all proposals were reviewed by Procurement for responsiveness; all proposals were deemed responsive. The proposals were further evaluated by an Evaluation Committee (Committee), following the guidelines and technical criteria published in the RFQ. The technical criteria listed below, were itemized for a maximum of one hundred (100) points per Committee Member:

1. Proposer's Qualifications and Experience (25 points)
2. Proposer's Team Qualifications, Experience and Availability (20 points)
3. Proposer's Project Manager's Qualifications and Experience (15 points)
4. Design Approach and Process to Functionality/Innovation (15 points)
5. Technical Capabilities/Methodology in Designing/Master Planning in South Florida (15 points)
6. Project Management/Schedule Adherence and Plan Delivery (10 points)

Proposers were mandated to assign a minimum of fifteen percent (15%) of the award value, to firms currently certified by Miami-Dade County as a Community Business Enterprise (CBE). Further, Proposers who meet the mandatory CBE requirement, and use the firms that maintain a local office, as defined in Section 18-73 of the City of Miami Code, will qualify to receive five (5) bonus points. One (1) Proposer, Curtis & Rogers, qualified for the bonus points.

**Preliminary Scores:**

The preliminary technical scores after the July 31, 2017 Committee meeting were as follows:

	<b>Proposer</b>	<b>Technical Score (max. 500)</b>
1	Kimley-Horn and Associates, Inc.	439.75
2	Design Workshop, Inc.	431.10
3	Savino Miller Design Studio, P.A.	416.35
4	Curtis & Rogers Design Studio, Inc.	412
5	Chen Moore and Associates, Inc.	355.35

At this meeting, the Committee determined the four highest ranked proposals warranted further consideration. The Committee decided to hold oral presentations with the four Proposers, to clarify information on the proposals. Clarification questions, compiled by the Committee, were provided to each Proposer in advance of the meeting. The oral presentations were convened on August 8, 2017. Subsequent to oral presentation, the technical proposals were re-evaluated and re-scored, in conjunction with the oral presentation.

**Post-Oral Presentation Scores:**

The post-oral presentation scores are as follows:

	<b>Proposer</b>	<b>Technical Score (max. 500)</b>
1	Curtis & Rogers Design Studio, Inc.	358
2	Kimley-Horn and Associates, Inc.	351
3	Design Workshop, Inc.	338*
3	Savino Miller Design Studio, P.A.	338*

\*Tied Score

Due diligence was conducted by Procurement to determine responsibility, including verifying corporate status and performing reference checks. There were no performance or compliance issues and no adverse findings related to any of the Proposers' responsibility.

**Other:**

One voting member, Devin Cejas, who was present at the pre-oral evaluation meeting, was unable to attend the oral presentation meeting, due to illness. The remaining four (4) voting Committee members opted to move forward with a recommendation, without Mr. Cejas.

**Negotiations:**

The Committee recommends that the City enter into negotiations with Curtis & Rogers, the highest ranked responsive and responsible Proposer. Notwithstanding the foregoing, the Committee further recommends that if the City and Curtis & Rogers cannot reach an agreement, the City will terminate negotiations and begin negotiations with the second highest ranked responsive and responsible and firm, Kimley-Horn and Associates, Inc. (Kimley-Horn). If the City and Kimley-Horn cannot reach an agreement, the City will terminate negotiations and begin negotiations with the third highest ranked responsive and responsible and firms, Design Workshop, Inc., and Savino Miller Design Studio, P.A.

The following individuals will participate in the negotiations along with the assigned City Attorney(s):

Lydia Osborne, PhD, CPPO, CPPB, Assistant Director, Procurement  
Luciana L. Gonzalez, Assistant Director, P&Z  
Efren Nunez, Planner III, P&Z  
Devin Cejas, Zoning Administrator, P&Z  
Quatisha Oguntoyinbo-Rashad, Chief of Environmental Resources, P&Z

**Consensus Statement:**

The Committee determined that Curtis & Rogers has the necessary qualifications, relevant experience, technical capacity and experienced personnel required to meet the needs of the City and successfully complete the Project.

Curtis & Rogers, founded twenty-six (26) years ago, is a Hispanic-Female owned company, licensed in the State of Florida to provide landscape architectural services. Curtis and Rogers focus is on the Southeast Florida region, and has extensive local experience with streetscape projects for the City of Miami, Miami-Dade County and the Florida Department of Transportation. The firm's current streetscape projects for the City includes: Flagler Street Reconstruction; Coconut Grove Business Improvement District; and 15<sup>th</sup> Avenue at 8<sup>th</sup> Street Streetscape Improvements. In 2001 and 2009 Curtis & Rogers was honored as the "Landscape Architects of the Year" by the Miami Chapter of the AIA.

Curtis & Rogers proposed a team that meets or exceeds the requisite experience for all Key Personnel (e.g., Project Manager, Landscape Architect, Urban Designer, Environmental Specialist, Traffic Engineer/Transportation Planner, and Community Outreach/Public Relations Specialists). The company has grown to a staff of twelve (12) professionals, including five (5) registered landscape architects, three (3) of whom are principals; three (3) International Society of Arboriculture (ISA) Certified Arborists; three (3) LEED Accredited Professionals, and four (4) Landscape Inspector's Association of Florida (LIAF) Certified Landscape Inspectors. The proposed Project Manager, Ms. Aida Curtis, has over twenty-nine (29) years of experience on projects ranging from park design, urban design, to corporate/commercial design. Ms. Curtis is a registered Landscape Architect in the State of Florida, and is a member of the American Society of Landscape Architects and the International Society of Arboriculture Certified Arborists. Ms. Curtis has been awarded the American Society of Landscape Architects (ASLA) Certificate for Excellence in the study of Landscape Architecture. Her experience in public projects has provided her with a depth of knowledge and strategies that can be utilized in this Project.

The Committee relied on the resumes that were provided which detailed each of the Key Personnel's technical qualifications, number of years of experience, the number of years working in the position identified for this Project, and project experience, that reflects experience in projects of a similar scope and complexity. In addition, signed reference forms from past clients were provided for each Key Personnel that attest to the performance of each on projects of similar scope and complexity.

Curtis & Rogers presented a clear understanding of the scope of services required and provided a task-appropriate approach, which supports a close working relationship with the City, to appropriately address the complexities and challenges of the Project. The company's approach detailed in its proposals, was based on a four (4) step approach to the project that includes:

- 1) Inventory and analysis of the existing trees within the public right of way and the species and condition of all significant trees;
- 2) Solicitation of stakeholders' opinion and suggestions through interview with public officials and community stakeholders;
- 3) Development and review of alternative concepts using the results of the Opportunities and Constraints Analysis and the Stakeholder goals and objectives; and,
- 4) Development and documentation of the selected concepts on an overall and individual neighborhood basis as well as the existing commercial corridors.

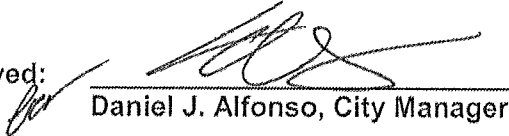


Curtis & Rogers' and their team have demonstrated that they exceed the minimum qualifications and possess the technical capabilities to perform the work as evidenced by their project experience, proposed approach and favorable recommendations from past clients. Accordingly, as outlined in the consensus statement presented above, the Committee cited Curtis & Rogers' project experience and proven track record, to be the primary reasons in recommending their Proposal as the top ranked proposal.

Subsequent to the approval of this recommendation, Procurement will request a price proposal from Curtis & Rogers. The firm's price will be negotiated in the best interest of the City.

Copies of the score sheets are attached for each Committee member, as well as a composite score sheet.

Approved:



\_\_\_\_\_

Daniel J. Alfonso, City Manager

Date: \_\_\_\_\_

- c: Alberto N, Parjus, Assistant City Manager
- Nzeribe Ihekwebaba, PhD., P.E., Chief of Operations/Assistant City Manager
- Fernando J. Casamayor, Chief Financial Officer/Assistant City Manager
- Rafael Suarez-Rivas, Senior Assistant City Attorney
- Francisco J. Garcia, Director, Planning and Zoning
- Lydia Osborne, CPPO, Assistant Director, Procurement



EVALUATION OF PROPOSALS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

POST ORAL SCORES

COMPOSITE

SELECTION PROPOSERS CRITERIA	Maximum Points Per Member	Maximum Total Points (5 Members)	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
Proposer's Qualifications and Experience	25	125	92	86	92	84
Proposer's Team Qualifications, Experience and Availability	20	100	74	59	75	72
Proposer Project Manager's Qualification and Experience	15	75	55	48	56	52
Design Approach and Process to Functionality/Innovation	15	75	45	60	43	54
Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	75	55	55	54	51
Project Management/Schedule Adherence and Plan Delivery	10	50	32	30	31	25
CBE Participation	X	5	5	X	X	X
<b>TOTAL TECHNICAL POINTS</b>	100	505	358	338	351	338
<b>RANKING</b>			1	3	2	3

SIGNATURE:

Chairperson:

Reviewed by:

*Sylvia DeBene*

8/10/17  
*Annie Perez*

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

POST ORAL SCORES

QUATISHA OGUNTOYINBO-RASHAD, CHIEF OF ENVIRONMENTAL RESOURCES, P&Z

SELECTION PROPOSERS	CRITERIA	Maximum Points	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	24	24	24	21
	Proposer's Team Qualifications, Experience and Availability	20	18	15	19	18
	Proposer Project Manager's Qualification and Experience	15	13	11	13	10
	Design Approach and Process to Feasibility/Innovation	15	8	15	13	13
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	13	14	14	11
	Project Management/Schedule Adherence and Plan Delivery	10	8	9	9	7
<b>TOTAL TECHNICAL POINTS</b>		<b>100</b>	<b>84</b>	<b>88</b>	<b>92</b>	<b>80</b>

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETScape AND STREET TREE MASTER PLAN SERVICES

POST ORAL SCORES

CESAR GARCIA-PONS, ASSOCIATE PRINCIPAL, PERKINS + WILL, INC

SELECTION PROPOSERS	CRITERIA	Maximum Points	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	23	22	23	23
	Proposer's Team Qualifications, Experience and Availability	20	20	16	18	18
	Proposer Project Manager's Qualification and Experience	15	14	13	15	14
	Design Approach and Process to Functionality/Innovation	15	13	15	13	13
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	15	14	14	14
	Project Management/Schedule Adherence and Plan Delivery	10	9	10	9	8
<b>TOTAL TECHNICAL POINTS</b>		<b>100</b>	<b>94</b>	<b>90</b>	<b>92</b>	<b>90</b>

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

POST ORAL SCORES

MERCEDES SOSA, ENGINEER, DEPARTMENT OF PUBLIC WORKS, MDC

SELECTION PROPOSERS	CRITERIA	Maximum Points	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	25	20	25	20
	Proposer's Team Qualifications, Experience and Availability	20	18	10	20	18
	Proposer Project Manager's Qualification and Experience	15	15	10	15	15
	Design Approach and Process to Functionality/Innovation	15	14	15	12	13
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	13	12	13	12
	Project Management/Schedule Adherence and Plan Delivery	10	5	3	5	2
<b>TOTAL TECHNICAL POINTS</b>		<b>100</b>	<b>90</b>	<b>70</b>	<b>90</b>	<b>80</b>

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

POST ORAL SCORES

ROBERTO ROVIRA, ASSOCIATE PROFESSOR FIU LAEUD

SELECTION PROPOSERS	CRITERIA	Maximum Points	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	20	20	20	20
	Proposer's Team Qualifications, Experience and Availability	20	18	18	18	18
	Proposer Project Manager's Qualification and Experience	15	13	14	13	13
	Design Approach and Process to Functionality/Innovation	15	10	15	5	15
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	14	15	13	14
	Project Management/Schedule Adherence and Plan Delivery	10	10	8	8	8
<b>TOTAL TECHNICAL POINTS</b>		<b>100</b>	<b>85</b>	<b>90</b>	<b>77</b>	<b>88</b>

EVALUATION OF PROPOSALS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

SELECTION PROPOSERS CRITERIA	Maximum Points Per Member	Maximum Total Points (5 members)	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
Proposer's Qualifications and Experience	25	125	104	108	109.5	113.75	110.25
Proposer's Team Qualifications, Experience and Availability	20	100	79	80	76	93	86
Proposer Project Manager's Qualification and Experience	15	75	50.5	68.75	60.25	69.75	62.35
Design Approach and Process to Functionality/Innovation	15	75	49.5	55.5	75	58.25	66.25
Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	75	48.35	65.75	66.35	67.5	63.5
Project Management/Schedule Adherence and Plan Delivery	10	50	24	29	44	37.5	28
CBE Participation	X	5	X	5	X	X	X
<b>TOTAL TECHNICAL POINTS</b>	<b>100</b>	<b>525</b>	<b>355.35</b>	<b>412</b>	<b>431.1</b>	<b>439.75</b>	<b>416.35</b>
<b>RANKING</b>			<b>5</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>3</b>

SIGNATURE:

Chairperson: *Sydia Osborne*  
 Reviewed by: *Ann Rice*

PRINT NAME: KYDIA OSBORNE  
Ann Rice  
 Date: 8/10/17

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

QUATISHA OGUNTOYINBO-RASHAD, CHIEF OF ENVIRONMENTAL RESOURCES, P&Z

SELECTION PROPOSERS	CRITERIA	Maximum Points	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	20	20	22.5	23.75	21.25
	Proposer's Team Qualifications, Experience and Availability	20	18	18	19	19	18
	Proposer Project Manager's Qualification and Experience	15	7.5	12.75	11.25	12.75	7.35
	Design Approach and Process to Functionality/Innovation	15	13.5	7.5	15	14.25	11.25
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	7.35	12.75	13.35	13.5	10.5
	Project Management/Schedule Adherence and Plan Delivery	10	0	0	9	8.5	0
	CBE Participation						
	<b>TOTAL TECHNICAL POINTS</b>	<b>100</b>	<b>66.35</b>	<b>71</b>	<b>90.1</b>	<b>91.75</b>	<b>68.35</b>



# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

DEVIN CEJAS, ZONING ADMINISTRATOR, P&Z

SELECTION PROPOSERS	CRITERIA	Maximum Points	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	18	22	25	22	22
	Proposer's Team Qualifications, Experience and Availability	20	15	15	18	16	17
	Proposer Project Manager's Qualification and Experience	15	11	12	15	13	13
	Design Approach and Process to Functionality/Innovation	15	8	12	15	10	14
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	5	10	11	13	13
	Project Management/Schedule Adherence and Plan Delivery	10	4	8	7	8	8
	CBE Participation						
	<b>TOTAL TECHNICAL POINTS</b>	<b>100</b>	<b>61</b>	<b>79</b>	<b>91</b>	<b>82</b>	<b>87</b>

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

MERCEDES SOSA, ENGINEER, DEPARTMENT OF PUBLIC WORKS, MDC

SELECTION PROPOSERS	CRITERIA	Maximum Points	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
Proposer's Qualifications and Experience		25	25	22	20	25	25
Proposer's Team Qualifications, Experience and Availability		20	10	12	5	20	20
Proposer Project Manager's Qualification and Experience		15	8	15	8	15	15
Design Approach and Process to Functionality/Innovation		15	10	10	15	12	15
Technical Capabilities and Methodology in Designing and Master Planning in South Florida		15	13	13	13	13	15
Project Management/Schedule Adherence and Plan Delivery		10	2	2	8	2	2
CBE Participation							
<b>TOTAL TECHNICAL POINTS</b>		<b>100</b>	<b>68</b>	<b>74</b>	<b>69</b>	<b>87</b>	<b>92</b>

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

ROBERTO ROVIRA, ASSOCIATE PROFESSOR FIU LAEUD

SELECTION PROPOSERS	CRITERIA	Maximum Points	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	22	21	20	20	23
	Proposer's Team Qualifications, Experience and Availability	20	20	15	18	20	15
	Proposer Project Manager's Qualification and Experience	15	13	15	13	14	15
	Design Approach and Process to Functionality/Innovation	15	7	13	15	8	12
	Technical Capabilities and Methodology in Design and Master Planning in South Florida	15	12	15	15	15	13
	Project Management/Schedule Adherence and Plan Delivery	10	10	10	10	10	10
	CBE Participation						
	<b>TOTAL TECHNICAL POINTS</b>	100	84	89	91	87	88

# EVALUATION OF QUALIFICATIONS

RFP NO. 16-17-006

SOUTHWEST STREETSCAPE AND STREET TREE MASTER PLAN SERVICES

PRE-ORAL SCORES

CESAR GARCIA-PONS, ASSOCIATE PRINCIPAL, PERKINS + WILL, INC


SELECTION PROPOSERS	CRITERIA	Maximum Points	CHEN MOORE AND ASSOCIATES, INC.	CURTIS & ROGERS DESIGN STUDIO, INC.	DESIGN WORKSHOP, INC.	KIMLEY-HORN AND ASSOCIATES, INC.	SAVINO MILLER DESIGN STUDIO, P.A.
	Proposer's Qualifications and Experience	25	19	23	22	23	19
	Proposer's Team Qualifications, Experience and Availability	20	16	20	16	18	16
	Proposer Project Manager's Qualification and Experience	15	11	14	13	15	12
	Design Approach and Process to Functionality/Innovation	15	11	13	15	14	14
	Technical Capabilities and Methodology in Designing and Master Planning in South Florida	15	11	15	14	13	12
	Project Management/Schedule Adherence and Plan Delivery	10	8	9	10	9	8
	CBE Participation						
	<b>TOTAL TECHNICAL POINTS</b>	<b>100</b>	<b>76</b>	<b>94</b>	<b>90</b>	<b>92</b>	<b>81</b>

CITY OF MIAMI, FLORIDA  
INTER-OFFICE MEMORANDUM

TO: Daniel J. Alfonso  
City Manager

DATE: June 28, 2017

SUBJECT: Evaluation Committee for  
SW Streetscape and  
Street Tree Master Plan

FROM: Annie Perez, Director   
Procurement Department

REFERENCES: RFQ No. 16-17-006  
ENCLOSURES:

Procurement Department issued a Request for Qualifications (RFQ) No. 16-17-006 on May 24, 2017, to procure a qualified and experienced professional consulting firm to perform a full range of urban planning and design, landscape architecture and engineering services to create a Master Plan and schematic design for the distinct neighborhoods and commercial corridors within the southwestern municipal boundaries of the City. The overall project goal is to develop a blueprint for the City's use in the implementation of a cohesive and meaningful vision which most efficaciously builds upon other City planning efforts, through a creative and imaginative design unifying street tree canopy and water efficient plant palette.

It is respectfully requested that you approve the following individuals as members of the Evaluation Committee to evaluate and score the proposals. Each has the requisite knowledge and experience to evaluate the proposals pursuant to the RFQ.

**Chairperson (Non-Voting)**

Lydia Osborne, CPPO, Assistant Director of Procurement, City of Miami (COM)

**City of Miami Staff (Voting)**

- 1) Quatisha Oguntoyinbo-Rashad, Chief of Environmental Resources, P&Z
- 2) Devin Cejas, Zoning Administrator, P&Z

**External Committee Members (Voting)**

- 1) Mercedes Sosa, Engineer, Department of Public Works, MDC
- 2) Roberto Rovira, Associate Professor FIU LAEUD,
- 3) Cesar Garcia-Pons, Associate Principal, Perkins + Will, Inc.

**Alternate Committee Members**

- 1) Joseph Eisenberg, Planner III, P&Z

**Technical Advisor (Non-Voting)**

- 1) Efren Nunez, Planner III, P&Z

APPROVED: 

Daniel J. Alfonso, City Manager

6-29-17  
Date

AP:lo

c: Fernando Casamayor, Assistant City Manager/Chief Financial Officer  
Nzeribe Ihekwebaba, Assistant City Manager  
Francisco Garcia, Director P&Z  
Rafael Suarez-Rivas, Senior Assistant City Attorney  
Lydia Osborne, Assistant Director, Procurement

PR17209