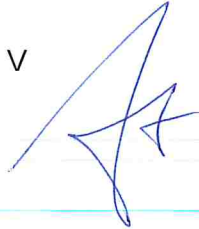


**CITY OF MIAMI, FLORIDA
INTER-OFFICE MEMORANDUM**

TO: Honorable City of Miami Commissioners and Honorable Mayor of the City of Miami **DATE:** February 26, 2020

FROM: Arthur Noriega V
City Manager



SUBJECT: Report of Evaluation Committee for RFQ No. 19-20-005 Professional Design Services for West End Park - D4, Project No. B-183505 for the Office of Capital Improvements

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

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

AP: ah

c: Nzeribe Ihekweba, Ph.D., P.E., Assistant City Manager
Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
Pablo Velez, Assistant City Attorney
Annie Perez, CPPO, Director, Procurement
Steven C. Williamson, Director, OCI
Lara Hamwey, Director, Parks and Recreation Department
Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

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

TO: Arthur Noriega V
City Manager

DATE: February 26, 2020

FILE:

FROM: Annie Perez, CPPO, Director
Department of Procurement

SUBJECT: Report of Evaluation Committee for RFQ No. 19-20-005, Professional Design Services for West End Park - D4, Project No. B-183505 for the Office of Capital Improvements

REFERENCES: Request for Qualifications (RFQ) No. 19-20-005

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

BACKGROUND

On October 30, 2019, the Department of Procurement ("Procurement") issued Request for Qualifications ("RFQ") No. 19-20-005 for the provision of Professional Design Services for West End Park - D4, Project No. B-183505 ("Project"), on behalf of the Office of Capital Improvements ("OCI"). On December 29, 2019, five (5) proposals were received in response to this solicitation. Subsequently, after Procurement staff completed its due diligence effort, four (4) proposals from Alleguez Architecture, Inc., Ferguson Glasgow Schuster Soto, Inc. ("FGSS"), BEA Architects, Inc., and R.E. Chisholm Architects, Inc., were deemed responsive. One (1) proposal, submitted by CPH, Inc., was deemed non-responsive to the minimum submission requirements of the RFQ.

SUMMARY OF EVALUATION

On February 12, 2020, the Evaluation Committee ("Committee") met and completed the evaluation of the four (4) responsive and responsible proposals, following the guidelines stipulated in the solicitation. The proposals were evaluated pursuant to the five (5) 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 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. One (1) Proposer, FGSS, did agree to meet the SBE participation requirement using the "Local Office" criteria, and was granted the five (5) Bonus Points. The final scores were as follows:

Proposing Firms	Awarded Points (Maximum 505 points)
1. Ferguson Glasgow Schuster Soto, Inc.	416
2. Alleguez Architecture, Inc.	410
3. BEA Architects, Inc.	397
4. R.E. Chisholm Architects, Inc.	390

The Committee decided to waive Step 2 proceedings and oral presentations, as the proposals did not require further clarification. The tabulation and individual Committee member score sheets for the Step 1 meeting are attached as supporting documentation.

CONSENSUS STATEMENT

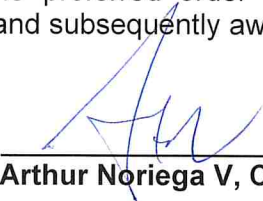
The highest ranked firm, FGSS, received a total of 416 points, respectively, out of a maximum total of 505 points. The Committee determined that the firm assembled a team of architectural and engineering professionals distinctly qualified to provide comprehensive services for the Project.

The Committee discussed the experience and structure of the firm’s proposed multi-disciplined team. The firm proposed a substantial resume of in-house architectural and engineering professionals, in addition to proposing a team of sub-consultants to support engineering, geotechnical, surveying, construction engineering and inspection (“CEI”) services, and landscape architectural needs. The Lead Architect, Lead Civil Engineer, and Project Manager identified are qualified to perform the required services. As consultants on previous miscellaneous architecture and engineering services contracts, the firm has successfully completed numerous City of Miami projects, including several park design-related assignments. Additionally, the Committee discussed the firm’s Design Philosophy and Process. The firm proposed designs and plans which demonstrated a thorough understanding of the character and condition of the Project. The firm’s proposal also demonstrated an optimal balance between the Project goals of constructing recreational facilities, while beautifying the park.

After deliberation, the Committee members unanimously agreed that FGSS presented a proposal comprehensively suited to meet the critical needs of the City through the Project, while maintaining a level of responsibility on all concurrent projects under contract with the City.

RECOMMENDATION

The Committee hereby requests authorization for Procurement, in collaboration with the nominated Negotiations Committee, Messrs. Zhaoming Guan and Omar Bayon from the Parks and Recreation Department (“Parks”), Carlos Lozano and Jose Caldeira from OCI, and Fernando Ponassi from Procurement to commence negotiations with FGSS, the highest-ranked responsive and responsible firm, for the provision of architectural and engineering services for the Project. Should negotiations with the firm fail, the Committee hereby requests permission to commence negotiations with the teams listed above, in the preferred order of ranking, until a Professional Services Agreement is successfully negotiated, and subsequently awarded.

Approved: 
Arthur Noriega V, City Manager

Date: 3/5/20

- c: Nzeribe Ihekwa, Ph.D., P.E., Assistant City Manager
- Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
- Pablo Velez, Assistant City Attorney
- Annie Perez, CPPO, Director, Procurement
- Steven C. Williamson, Director, OCI
- Lara Hamwey, Director, Parks and Recreation Department
- Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

CITY OF MIAMI OFFICE OF THE CITY CLERK
BID SECURITY LIST


BID ITEM: Professional Design Services for West End Park

BID NUMBER: RFQ 19-20-005

DATE BID OPENED: December 19, 2019 TIME: 2:00 p.m.

<u>BIDDER</u>	<u>BID TOTAL AMOUNT</u>	<u>BID BOND (ER) CASHIER'S CHECK</u>
Ferguson Glasgow Schuster Soto, Inc. Lauren Voit	See attachment See attachment	See attachment See attachment
R.E. Chisholm Architects, Inc	See attachment	See attachment
Alleguez Architecture, Inc.	See attachment	See attachment
Bea Architects, Inc.	See attachment	See attachment
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>... are the only offers ... All ... if any</p> </div>		
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <p>... are the only offers ... All ... if any</p> </div>		


Person Receiving Bid(s)

Received (5) bid(s) on behalf: Procurement
City Department
PREPARED BY: 
Deputy City Clerk


On: 12/19/19
Today's Date

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

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

DATE: January 15, 2020

FILE:

FROM:  Annie Perez, CRPO, Director
Department of Procurement

SUBJECT: Appointment of Evaluation Committee
for Request for Qualifications (RFQ) No. 19-20-005
Professional Design Services for West End Park

REFERENCES: RFQ No. 19-20-005

The Procurement Department ("Procurement"), on behalf of the Office of Capital Improvements ("OCI"), issued RFQ No. 19-20-005 on October 30, 2019, for Professional Design Services for West End Park – D4. City of Miami Procurement Code § 18-117, "Economic Stimulus Award and Agreements," eliminates the requirement of subsection 18-542(12) to appoint the majority of an Evaluation Committee (Committee) with members from the public. Therefore, it is respectfully requested that you approve the appointment of the following individuals to serve as members of the Committee to evaluate and score proposals received as a result of this solicitation. Each proposed member has the requisite knowledge and experience to evaluate the proposals pursuant to the RFQ.

Chairperson (non-voting)

Anthony Hansen, Sr. Procurement Contracting Officer, Procurement, City of Miami ("COM")


City of Miami Committee Members (voting)

Zhaoming Guan, Superintendent of Recreation, Parks and Recreation Department ("Parks"), COM
Omar Bayon, Park Recreation Coordinator, Parks, COM
Carlos Lozano, Senior Project Manager, OCI, COM
Juan De Pazos, Senior Project Manager, OCI, COM
Keith Ng, Project Manager, OCI, COM

Alternate Committee Members

Jose Caldeira, Project Manager, OCI, COM

APPROVED:


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


Date

AP: ah

c: Joseph F. Napoli, Deputy City Manager
Nzeribe Ihekwebaba, Ph.D., P.E., Assistant City Manager
Sandra Bridgeman, Assistant City Manager/Chief Financial Officer
Rafael Suarez-Rivas, Chief Assistant City Attorney, Office of the City Attorney
Lara Hamwey, Director, Parks
Nadia Arguelles-Goicoechea, Assistant Director of Administration and Capital Planning, Parks
Steven C. Williamson, Director, OCI
Hector Badia, Assistant Director, OCI
Fernando V. Ponassi, MA Arch., MA PPA, LEED®AP, Assistant Director, Procurement

PR20067

RFQ NO. 19-20-005
Professional Design Services for West End Park
EVALUATION OF PROPOSALS
R.E. Chisholm Architects, Inc.
COMPOSITE

EVALUATION CRITERIA	PROPOSERS					Five (5) Bonus Points - SBE Participation (City of Miami Firms)	Maximum Total Points (5 members)	Total Points (5 members)
	Maximum Points Per Member	Zhaoming Guan	Omar Bayone	Carlos Lozano	Juan De Pazos			
Proposer's Qualifications and Experience	30	29	28	23	20	24	150	124
Proposer's Lead Architect Qualifications and Experience	20	20	18	14	16	16	100	84
Proposer's Team Qualifications and Experience	20	20	18	18	16	15	100	87
Design Philosophy and Process	15	12	13	8	8	10	75	51
Technical Capabilities and Approach	10	7	7	5	5	5	50	29
Amount of Work Awarded by the City	5	3	3	3	3	3	25	15
TOTAL POINTS	100	91	87	71	68	73	500	390

CHAIRPERSON SIGNATURE:

DATE:

CHAIRPERSON PRINT NAME:

2/12/2020

REVIEWED BY SIGNATURE:

DATE:

REVIEWED BY PRINT NAME:

2/12/2020

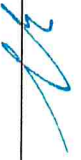
Anthony Hansen
Luis A. Perez-Gedma

RFQ NO. 19-20-005
Professional Design Services for West End Park - D4
EVALUATION OF PROPOSALS

Zhaoming Guan - Superintendent of Recreation, Parks and Recreation Department

EVALUATION CRITERIA	PROPOSERS	Maximum Points	Alleguez Architecture, Inc.	Bea Architects, Inc.	Ferguson, Glasgow, Schuster, Soto, Inc.	R.E. Chisholm Architects, Inc.
Proposer's Qualifications and Experience		30	25	22	26	29
Proposer's Lead Architect Qualification and Experience		20	19	18	17	20
Proposer's Team Qualifications and Experience		20	20	20	20	20
Design Philosophy and Process		15	13	12	13	12
Technical Capabilities and Approach		10	9	8	9	7
Amount of Work Awarded by the City		5	3	5	2	3
TOTAL POINTS		100	89	85	87	91

SIGNATURE:



PRINT NAME:

Zhaoming Guan

RFQ NO. 19-20-005
Professional Design Services for West End Park - D4
EVALUATION OF PROPOSALS

Omar Bayon - Park Recreation Coordinator, Parks and Recreation Department

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Alleguez Architecture, Inc.	Bea Architects, Inc.	Ferguson, Glasgow, Schuster, Soto, Inc.	R.E. Chisholm Architects, Inc.
Proposer's Qualifications and Experience	30	22	21	23	28
Proposer's Lead Architect Qualification and Experience	20	17	16	13	18
Proposer's Team Qualifications and Experience	20	17	17	18	18
Design Philosophy and Process	15	15	14	15	13
Technical Capabilities and Approach	10	9	7	9	7
Amount of Work Awarded by the City	5	3	5	2	3
TOTAL POINTS	100	83	80	80	87

SIGNATURE:



PRINT NAME:

Omar Bayon

RFQ NO. 19-20-005
Professional Design Services for West End Park - D4
EVALUATION OF PROPOSALS

Carlos Lozano - Senior Project Manager, Office of Capital Improvements

EVALUATION CRITERIA	PROPOSERS					TOTAL POINTS
	Maximum Points	Alleguez Architecture, Inc.	Bea Architects, Inc.	Ferguson, Glasgow, Schuster, Soto, Inc.	R.E. Chisholm Architects, Inc.	
Proposer's Qualifications and Experience	30	25	20	25	23	
Proposer's Lead Architect Qualification and Experience	20	18	14	18	14	
Proposer's Team Qualifications and Experience	20	18	18	18	18	
Design Philosophy and Process	15	9	12	9	8	
Technical Capabilities and Approach	10	9	9	7	5	
Amount of Work Awarded by the City	5	3	5	2	3	
TOTAL POINTS	100	82	78	79	71	

SIGNATURE:

Carlos Lozano

PRINT NAME:

CARLOS LOZANO

RFQ NO. 19-20-005
Professional Design Services for West End Park - D4
EVALUATION OF PROPOSALS

Juan De Pazos - Senior Project Manager, Office of Capital Improvements

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Alleguez Architecture, Inc.	Bea Architects, Inc.	Ferguson, Glasow, Schuster, Soto, Inc.	R.E. Chisholm Architects, Inc.
Proposer's Qualifications and Experience	30	22	24	26	20
Proposer's Lead Architect Qualification and Experience	20	14	16	18	16
Proposer's Team Qualifications and Experience	20	15	16	17	16
Design Philosophy and Process	15	10	12	14	8
Technical Capabilities and Approach	10	5	6	6	5
Amount of Work Awarded by the City	5	3	5	2	3
TOTAL POINTS	100	69	79	83	68

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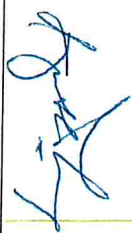
Juan De Pazos

RFQ NO. 19-20-005
Professional Design Services for West End Park - D4
EVALUATION OF PROPOSALS

Keith Ng - Project Manager, Office of Capital Improvements

EVALUATION CRITERIA	PROPOSERS				
	Maximum Points	Alleguez Architecture, Inc.	Bea Architects, Inc.	Ferguson, Glasgow, Schuster, Soto, Inc.	R.E. Chisholm Architects, Inc.
Proposer's Qualifications and Experience	30	26	20	25	24
Proposer's Lead Architect Qualification and Experience	20	19	17	19	16
Proposer's Team Qualifications and Experience	20	18	14	16	15
Design Philosophy and Process	15	13	11	13	10
Technical Capabilities and Approach	10	8	8	7	5
Amount of Work Awarded by the City	5	3	5	2	3
TOTAL POINTS	100	87	75	82	73

SIGNATURE:



PRINT NAME:

Keith Ng

RFQ NO. 19-20-005
Professional Design Services for West End Park
EVALUATION OF PROPOSALS
Alleguez Architecture, Inc.
COMPOSITE

EVALUATION CRITERIA	PROPOSERS					Five (5) Bonus Points - SBE Participation (City of Miami Firms)	Maximum Total Points (5 members)	Total Points (5 members)
	Maximum Points Per Member	Zhaoming Guan	Omar Bayone	Carlos Lozano	Juan De Pazos			
Proposer's Qualifications and Experience	30	25	22	25	22	26	150	120
Proposer's Lead Architect Qualifications and Experience	20	19	17	18	14	19	100	87
Proposer's Team Qualifications and Experience	20	20	17	18	15	18	100	88
Design Philosophy and Process	15	13	15	9	10	13	75	60
Technical Capabilities and Approach	10	9	9	9	5	8	50	40
Amount of Work Awarded by the City	5	3	3	3	3	3	25	15
TOTAL POINTS	100	89	83	82	69	87	500	410

CHAIRPERSON SIGNATURE: _____

DATE: _____

CHAIRPERSON PRINT NAME: _____

DATE: 2/12/2020

REVIEWED BY SIGNATURE: _____

DATE: _____

REVIEWED BY PRINT NAME: _____

DATE: 2/12/2020

Juis A. Perez-Codina

RFQ NO. 19-20-005
Professional Design Services for West End Park
EVALUATION OF PROPOSALS
BEA Architects, Inc.
COMPOSITE

EVALUATION CRITERIA	PROPOSERS					Five (5) Bonus Points - SBE Participation (City of Miami Firms)	Maximum Total Points (5 members)	Total Points (5 members)
	Zhaoming Guan	Omar Bayone	Carlos Lozano	Juan De Pazos	Keith Ng			
Proposer's Qualifications and Experience	22	21	20	24	20		150	107
Proposer's Lead Architect Qualifications and Experience	18	16	14	16	17		100	81
Proposer's Team Qualifications and Experience	20	17	18	16	14		100	85
Design Philosophy and Process	12	14	12	12	11		75	61
Technical Capabilities and Approach	8	7	9	6	8		50	38
Amount of Work Awarded by the City	5	5	5	5	5		25	25
TOTAL POINTS	85	80	78	79	75	0	500	397

CHAIRPERSON SIGNATURE: _____

DATE: _____

CHAIRPERSON PRINT NAME: _____

DATE: _____

REVIEWED BY SIGNATURE: _____

DATE: _____

REVIEWED BY PRINT NAME: _____

DATE: _____

RFQ NO. 19-20-005
Professional Design Services for West End Park
EVALUATION OF PROPOSALS
Ferguson, Glasgow, Schuster, Soto, Inc.
COMPOSITE

EVALUATION CRITERIA	PROPOSERS	Maximum Points Per Member	Proposer Scores					Five (5) Bonus Points - SBE Participation (City of Miami Firms)	Maximum Total Points (5 members)	Total Points (5 members)
			Zhaoming Guan	Omar Bayone	Carlos Lozano	Juan De Pazos	Keith Ng			
Proposer's Qualifications and Experience		30	26	23	25	26	25		150	125
Proposer's Lead Architect Qualifications and Experience		20	17	13	18	18	19		100	85
Proposer's Team Qualifications and Experience		20	20	18	18	17	16		100	89
Design Philosophy and Process		15	13	15	9	14	13		75	64
Technical Capabilities and Approach		10	9	9	7	6	7		50	38
Amount of Work Awarded by the City		5	2	2	2	2	2		25	10
TOTAL POINTS		100	87	80	79	83	82	5	505	416

CHAIRPERSON SIGNATURE: _____ DATE: _____

CHAIRPERSON PRINT NAME: _____

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