

Memorandum



Date: November 26, 2013

To: Those Listed Below

From: Carlos A. Gimenez
Mayor

A handwritten signature in blue ink, appearing to read "Carlos A. Gimenez", written over the printed name and title.

Subject: Appointment of Mayoral Advisory Committee for Miami-Dade Water and Sewer Department Program and Construction Management Services related to the Wastewater System Priority Projects - Project No. E13-WASD-01R

I am hereby appointing those listed below as the Mayoral Advisory Committee for the Miami-Dade Water and Sewer Department Request to Advertise for Program and Construction Management Services related to the Wastewater System Priority Projects - Project No. E13-WASD-01R

Mayoral Advisory Committee Members

Faith Samuels, ISD (Non-Voting Chairperson)
Bill Johnson, Seaport
Gasper Miranda, PWWM
Nurcin Celik, University of Miami
Peter Iglesias, City of Miami
Wisler Pierre-Louis, City of North Miami
Mike Alvarez, City of Miami Beach (Alternate)
Louis Aurigemma, City of Rivera Beach (Alternate)
Lee Casey, PWWM (Alternate)

Technical Advisor

Robert Fergen, WASD

You are requested to assist me in the selection process for the above referenced project. If you are unable to participate in the selection process, contact this office through Small Business Development (SBD) by memorandum (from your department director for County employees) documenting the reason why you cannot participate.

Each Mayoral Advisory Committee member shall be responsible for evaluating and ranking the two proposals received in response to this solicitation from AECOM Technical Services, Inc. and CH2M HILL, Inc. based on the criteria used in Tier 2 of the solicitation document attached. The Mayoral Advisory Committee will meet to review the written proposals and any supplemental information received to date along with any new information the firms wish to provide to the committee for consideration. Additionally, the firms will be asked to answer a series of questions developed by the Miami-Dade Water and Sewer Department. The Mayoral Advisory Committee will hear presentations from the firms at a publicly noticed meeting.

In the event it is determined that an appointed Mayoral Advisory Committee member has a conflict of interest or in the event of a properly noticed excusal request, the alternate committee member may serve with the approval of the contracting Department's Deputy Mayor. The alternate will be named in accordance with the requirements of the vacancy created.

Upon completion of the evaluation process, the Mayoral Advisory Committee Chairperson shall prepare and submit a memorandum to include a narrative of the evaluation and justification of the recommended firm(s) and attach supporting documentation which MUST include the following information:

Name of firm(s)
Rank firms in order of preference
Consensus Statement

This report should be submitted to me through Internal Services Department (ISD) for review and consideration.

In keeping with the administrative policy to maintain a fair and impartial process, all individuals appointed to the Mayoral Advisory Committee (including the Chairperson) and staff are instructed to refrain from discussing the solicitation with prospective lobbyists and/or consultants. Mayoral Advisory Committee members are reminded that in accordance with the Cone of Silence Ordinance 98-106, there are restrictions on communications regarding the solicitation with potential proposers, service providers, lobbyists, consultants, or any member of the County's professional staff.

All questions must be directed to the staff contact person designated by the issuing department.

c: Lester Sola, Director, ISD
John Renfrow, Director, WASD
Alina T. Hudak, Deputy Mayor/Interim Director, PWWM
Veronica Clark, Assistant to Director, ISD

Selection Committee

Faith Samuels, ISD (Non-Voting Chairperson)
Bill Johnson, Seaport
Gasper Miranda, PWWM
Nurcin Celik, University of Miami
Peter Iglesias, City of Miami
Wisler Pierre-Louis, City of North Miami
Mike Alvarez, City of Miami Beach (Alternate)
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