

Memorandum



Date: August 5, 2015

To: Those Listed Below

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over a horizontal line.

Subject: Appointment of Selection Committee for Miami-Dade Water and Sewer Department Request to Advertise for Design-Build Services for Replacement of Water Mains and Service Conversions in the South Miami Heights Area Phase A & Phase B - Project Nos. DB14-WASD-06 and DB14-WASD-07

In accordance with Implementing Order 3-34, I am hereby appointing those listed below as members to the Selection Committee for Miami-Dade Water and Sewer Department Request to Advertise for *Design-Build Services for Replacement of Water Mains and Service Conversions in the South Miami Heights Area Phase A & Phase B - Project Nos. DB14-WASD-06 and DB14-WASD-07.*

Selection Committee

Julie Whiteside, ISD (Non-Voting Chairperson)
Natalia Ojeda, Water and Sewer Department
Carlos Benavides, Water and Sewer Department
Michael Alvarez, City of Miami Beach
Duane Kopp, Parks, Recreation and Open Spaces Department
Franklin Stirrup, Miami-Dade Aviation Department
Adrian Triana, Water and Sewer Department (Alternate)
Orlando Capote, Miami-Dade Transit Department (Alternate)

Technical Advisor

Daniel Mathews, Water and Sewer Department

You are directed to assist me in the selection process considering the factors delineated in the solicitation. If you are unable to participate in the selection process, please contact this office through Gary Hartfield, Director of the Small Business Development Division in the Internal Services Department by memorandum from your department director documenting the reason why you cannot participate. Only in cases of **dire** urgency may you be excused from participation.

Each Selection Committee member shall be responsible for evaluating, rating and ranking the proposals based on the criteria and procedure contained in the solicitation. The Selection Committee will meet to review the written proposals. If required, the Selection Committee will select firms to make oral presentations to the Selection Committee at a properly noticed public hearing. If proposers are invited to make oral presentations, the Selection Committee may re-rate and re-rank the proposals based upon the written documents combined with the oral presentation. You may utilize staff from the issuing department and the issuing agency to conduct a preliminary review of the proposals for responsiveness. All requests for responsiveness determinations shall be made in writing by the issuing department to the County Attorney's Office.

In the event it is determined that an appointed Selection 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. No substitution of committee members shall be allowed after the first official meeting of the committee

Upon completion of the evaluation process, the Selection 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)
Quality Rating Score
Price
Adjusted Score (if applicable)
Committee's Overall Ranking

This report should be submitted to me through ISD for review and consideration.

As a matter of administrative policy and to maintain a fair and impartial process, all individuals appointed to the Selection Committee (including the Chairperson) and staff are instructed to refrain from discussing the solicitation with prospective lobbyists and/or consultants. Selection 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. Violation of this policy could lead to termination of County service.

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

- c: Lester Sola, Director, Water and Sewer Department
Jack Kardys, Director, Parks, Recreation and Open Spaces Department
Emilio T. Gonzalez, Director, Miami-Dade Aviation Department
Alice Bravo, Director, Miami-Dade Transit Department
Tara C. Smith, Director, Internal Services Department
Gary T. Hartfield, Division Director, Small Business Development, Internal Services Department

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Technical Advisor

Daniel Mathews, Water and Sewer Department

**SELECTION COMMITTEE
MIAMI-DADE WATER AND SEWER DEPARTMENT
DESIGN-BUILD SERVICES FOR REPLACEMENT OF WATER MAINS AND SERVICE
CONVERSIONS IN THE SOUTH MIAMI HEIGHTS AREA PHASE A & PHASE B
PROJECT NO. DB14-WASD-06 AND DB14-WASD-07**

| Committee Member/ Title | Department | Start Year With County | Ethnicity / Gender | Education | Professional License(s)/ Certification(s) | Contact Information |
|-------------------------------------------------------------------------------|---------------------------|-------------------------------------------|-----------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| Julie Whiteside (Non-Voting Chairperson) | ISD | --- | --- | --- | --- | 305-375-1559 |
| Natalia Ojeda Professional Engineer | WASD | 2008 | Hispanic Female | Bachelor of Science in Civil Engineering | Professional Engineer ; LEED AP BD+C | 786-552-8277 |
| Carlos Benavides Construction Engineer 3 | WASD | 1993 | Hispanic Male | Master's Degree in Engineering Management ; Bachelor of Science in Mechanical Engineering | --- | 786-268-5285 |
| Mike Alvarez Special Projects Administrator/ Infrastructure Director | City of Miami Beach | --- | Hispanic Male | Bachelor of Science in Civil Engineering | Certified General Contractor | 786-367-6109 |
| Duane Kopp Construction Manger 2 | PROS | 2001 | White Male | Bachelor of Science in Engineering | Professional Engineer | 305-755-7954 |
| Franklin Stirrup Project Manager | MDAD | 1991 | Black Male | Master's Degree in Civil Engineering, Bachelor's Degree in Civil Engineering | Professional Engineer, Certified General Contractor | 305-876-7922 |
| Adrian Triana Maintenance Scheduler (Alternate) | WASD | 2007 | Hispanic Male | Bachelor of Science in Construction Management Corporate; Master of Business Administration | Certified General Contractor; F.D.E.P. Water Operator License | 786-268-5420 |
| Orlando Capote Professional Engineer (Alternate) | MDT | 2004 | Hispanic Male | Bachelor of Science in Electrical Engineering | Professional Engineer, Building Owners Management Institute (BOMI), Registered Property Administrator (RPA), Facilities Management Administrator (FMA) | 786-469-5248 |
| TECHNICAL ADVISOR | | | | | | |
| Daniel Mathews Water and Distribution Division Chief | WASD | 1977 | White Male | High School Diploma | Class 1 Distribution System Operator | 786-268-5401 |