

# Memorandum



**Date:** July 21, 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 white background.

**Subject:** Appointment of Selection Committee for Miami-Dade Aviation Department Request to Advertise for Fueling Systems Consulting Services at MIA and GAA's- Project No. E14-MDAD-03

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In accordance with Implementing Order 3-34, I am hereby appointing those listed below as members to the Selection Committee for Miami-Dade Aviation Department Request to Advertise for *Fueling Systems Consulting Services at MIA and GAA's - Project No. E14-MDAD-03*.

Selection Committee

Fernando Ponassi, Internal Services Department (Non-Voting Chairperson)

Gustavo Leal, Miami-Dade Aviation Department

Jacqueline Powell, Miami-Dade Aviation Department

Zoila Badulescu, Miami-Dade Transit Department

Robert Fergen, Water and Sewer Department

Patricia Gomez, Regulatory and Economic Resources Department

German Hernandez, Public Works and Waste Management Department (Alternate)

Roberto Abrahante, Regulatory and Economic Resources Department (Alternate)

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 the Mayor's 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.

The alternate committee member will serve only in the event of an approved substitution. No substitution of committee members shall be allowed after the first official meeting of the Selection Committee. The Internal Services Department may substitute the Selection Committee Chairperson to ensure the appropriate level of staffing expertise as deemed necessary to accommodate the needs of this solicitation.

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 the Internal Services Department 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: Alina T. Hudak, Deputy Mayor and Public Works and Waste Management Department Director
- Jack Osterholt, Deputy Mayor and Regulatory and Economic Resources Department Director
- Emilio T. Gonzalez, Director, Miami-Dade Aviation Department
- Lester Sola, Director, Water and Sewer Department
- Tara C. Smith, Director, Internal Services Department
- Gary T. Hartfield, Division Director, Small Business Development, Internal Services Department

Selection Committee

Fernando Ponassi, Internal Services Department (Non-Voting Chairperson)  
Gustavo Leal, Miami-Dade Aviation Department  
Jacqueline Powell, Miami-Dade Aviation Department  
Zoila Badulescu, Miami-Dade Transit Department  
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Patricia Gomez, Regulatory and Economic Resources Department  
German Hernandez, Public Works and Waste Management Department (Alternate)  
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**SELECTION COMMITTEE  
MIAMI-DADE AVIATION DEPARTMENT  
FUELING SYSTEMS CONSULTING AT MIA AND GAA'S  
PROJECT NO. E14-MDAD-03**

<b>Committee Member/ Title</b>	<b>Department</b>	<b>Start Year With County</b>	<b>Ethnicity/ Gender</b>	<b>Education</b>	<b>Professional License(s)/ Certification(s)</b>	<b>Telephone #</b>
Fernando Ponassi (Non-Voting Chairperson)	ISD	---	---	---	---	305-375-3965
Gustavo Leal Chief, Environmental Engineering System	MDAD	2003	Hispanic Male	Bachelor of Science in Civil Engineering & Environmental Engineering	Lead Auditor	305-876-7796
Jacqueline Powell Environmental Inspector	MDAD	1993	Black Female	PHD in Geology; Bachelor of Science in Geology;	---	305-876-0424
Zoila Badulescu Quality Assurance Engineer	MDT	2001	Hispanic Female	Bachelor of Science in Petroleum Engineering; Master of Public Administration	Certified Quality Engineer, Certified Quality Auditor (American Society for Quality)	305-884-7572
Robert Fergen Division Chief, Wastewater Treatment & Maintenance	WASD	2009	White Male	Master's Degree in Environmental Engineering; Bachelor's Degree in Biology	Professional Engineering; Wastewater Operators Class A License	786-268-5104
Patricia Gomez Sustainability Program Manager Energy, Infrastructure and Policy	RER	2000	Hispanic Female	Master's Degree in Environmental Engineering, Bachelor's Degree in Chemical Engineering	State of Florida Professional Engineer, LEED AP, Certified Energy Manager	305-375-4775
German Hernandez PWWM Environmental Affairs Manager (Alternate)	PWWM	1988	Hispanic Male	Bachelor of Science in Geology	Professional Geologist	305-514-6673
Roberto Abrahante Engineer 3 (Alternate)	RER	1986	Hispanic Male	Bachelor of Science in Mechanical Engineering	Engineer in Training	786-315-2810