

# Memorandum



**Date:** April 30, 2013

**To:** Those Listed Below

**From:** Carlos A. Gimenez  
Mayor

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

**Subject:** Appointment of Selection Committee for Miami-Dade Police Department Request to Advertise (RTA) for Design-Build Services for the new Miami-Dade Police Department (MDPD) Academy Building – Project No. DB12-ISD-01.

---

In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for Miami-Dade Police Department Request to Advertise (RTA) for Design-Build Services for the new Miami-Dade Police Department (MDPD) Academy Building – Project No. DB12-ISD-01.

Selection Committee

Amy Cordova, ISD (Non-Voting Chairperson)

Asael "Ace" Marrero, ISD

Michael Alvarez, MDPD

Alice Arguelles, MDCR

Li Gurau, PROS

Daniel Mondesir, MDT

Patrick Brown, ISD (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, contact this office through Small Business Development (SBD) 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 of the issuing department and the using 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 committee. The Internal Services Department (ISD) may substitute the 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) with 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 lobbyist and/or consultants. Selection Committee members are reminded that in accordance with the Cone of Silence Ordinance 98-106, they 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, ISD
- John Renfrow, Director, WASD
- Bill Johnson, Director, Seaport
- Kathleen Woods-Richardson, Director, PWWM
- Jack Kardys, Director, PROS
- Jack Osterholt, Deputy Mayor/Director, RER
- Mario Goderich, Assistant Director, Business Affairs/RER

Selection Committee

- Amy Cordova, ISD (Non-Voting Chairperson)
- Asael "Ace" Marrero, ISD
- Michael Alvarez, MDPD
- Alice Arguelles, MDCR
- Li Gurau, PROS
- Daniel Mondesir, MDT
- Patrick Brown, ISD (Alternate)

**SELECTION COMMITTEE  
MIAMI-DADE POLICE DEPARTMENT  
REQUEST TO ADVERTISE  
DESIGN-BUILD SERVICES FOR THE NEW MDPD ACADEMY BUILDING  
Project no. DB12-ISD-01**

Committee Member/ Title	Department	Start Year With County	Ethnicity/ Gender	Education	Professional License(s)/ Certification(s)	Telephone #
Amy Cordova (Non-Voting Chairperson)	---	---	---	---	---	305-375-3022
Asael "Ace" Marrero Manager, Architecture and Engineering Section	ISD	2006	Hispanic Male	M.A. in Architecture	Registered Architect	305-375-1115
Michael Alvarez Administrative Officer 3	MDPD	2002	Hispanic Male	B.S. Science/Finance	None	305-715-5000
Alice Arguelles Construction Manager 3	MDCR	1992	Hispanic Female	Bachelor of Science in Construction Management	Certified Contractor	305-375-4617
Li Gurau Professional Engineer	PROS	1999	Asian Female	PHD in Engineering	P.E.	305-755-7834
Daniel Mondesir Construction Manager 3	MDT	1995	Black Male	Bachelors in Electrical Engineering	None	786-469-5267
Patrick Brown Construction Manager 3 (ALTERNATE)	ISD	1990	Black Male	Master of Science in Construction Management	General Contractor	786-469-2762