Memorandum

MIAMI-DADE COUNTY

Date: January 31, 2013

To: Those Listed Below

From: Carlos A. Gimenez
Mayor

Subject: Appointment of Selection Committee for Public Works and Waste Management Department for Design-Build Services for Rehabilitation of Bridge Nos. 874541(West Bridge) and 874544 (Bear Cut Bridge) on the Rickenbacker Causeway.
Project No. DB13-PWWM-01 ER.

In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for Public Works and Waste Management Department for Design-Build Services for Rehabilitation of Bridge Nos. 874541(West Bridge) and 874544 (Bear Cut Bridge) on the Rickenbacker Causeway – Project No. DB13-PWWM-01 ER.

Selection Committee
Faith Samuels, ISD (Non-Voting Chairperson)
Kathleen Woods-Richardson, PWWM
Ysela Llort, MDT
George Navarrete, PROS
Rudy Garcia, FDOT, District 6
John Gilbert, Village of Key Biscayne

Technical Advisors
Antonio Cotarelo, PWWM
Joseph Ruiz, WASD
Albert Hernandez, MDT

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
Alina Hudak, Deputy Mayor/County Manager
Lisa Martinez, Deputy Mayor
Jack Osterholt, Deputy Mayor/Director, RER
Mario Goderich, Assistant Director, Business Affairs, RER

Selection Committee
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SELECTION COMMITTEE
PUBLIC WORKS AND WASTE MANAGEMENT
DESIGN BUILD SERVICES
FOR
REBHABILITATION OF BRIDGE NOS. 874541(WEST BRIDGE)
AND
874544 (BEAR CUT BRIDGE) ON THE RICKENBACKER CAUSEWAY

PROJECT NO. DB13-PWWM-01 ER

Committee Member/ Title	Department	Start Year With County	Ethnicity/ Gender	Education	Professional License(s)/ Certification(s)	Telephone #
Faith Samuels (Non – Voting Chairperson)	ISD	---	---	---	---	305-375-2774
Kathleen Woods-Richardson Director	PWWM	1982	Black Female	Bachelor of Science in Public Administration	CSSM, CPPO	305-514-6628
Ysela Llort Director	MDT	2007	Hispanic Female	Master of City and Regional Planning, Masters of Science in Civil Engineering	None	305-375-1451
George Navarrete Deputy Director	PROS	1989	Hispanic Male	Master of Science in Construction Management Bachelor of Science in Architecture	None	305-375-2724
Rudy Garcia Maintenance Engineer	FDOT	--	Male	--	--	---
John Gilbert Manager	Village of Biscayne	--	Male	--	--	---
TECHNICAL ADVISOR						
Antonio Cotarelo, P.E. Interim County Engineer	PWWM	1986	Hispanic Male	Bachelor of Science in Civil Engineering	P.E.	305-375-2788
Joseph Ruiz Deputy Director	WASD	2004	Hispanic Male	Bachelor of Science in Economics and Management	None	786-552-8178
Albert Hernandez Assistant Director, Engineering & Planning	MDT	2005	Hispanic Male	Bachelor of Science in Civil Engineering/ Master of Business Administration	FL and NY Prof Engineer	786-469-5444