

# Memorandum



**Date:** July 17, 2012

**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 (RTA) for the Replacement/Rehabilitation of 72-inch Sanitary Sewage Force Main Along Northwest/Northeast 159<sup>th</sup> Street Between Northwest 17<sup>th</sup> Avenue and Northeast 10<sup>th</sup> Avenue. Project No: E12-WASD-02. (Revised)

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In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for Miami-Dade Water and Sewer Department Request to Advertise for the Replacement/Rehabilitation of 72-inch Sanitary Sewage Force Main Along Northwest/Northeast 159<sup>th</sup> Street Between Northwest 17<sup>th</sup> Avenue and Northeast 10<sup>th</sup> Avenue - Project No: E12-WASD-02.

Selection Committee

Amelia Cordova, ISD (Non-Voting Chairperson)

Vicente Arrebola, WASD

Juan Bedoya, WASD

Curt Williams, RER

Ileana Quintana, RER

Leandro J. Ona, PWWM

Marina Blanco-Pape, RER (Alternate)

Technical Advisor

Eduardo Luis, P.E., WASD

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  
Kathleen Woods – Richardson, Director, PWWM  
Jack Osterholt, Deputy Mayor/Director, RER  
Mario Goderich, Assistant Director, Business Affairs/RER

Selection Committee

Amelia Cordova, ISD (Non-Voting Chairperson)  
Vicente Arrebola, WASD  
Juan Bedoya, WASD  
Curt Williams, RER  
Ileana Quintana, RER  
Leandro J. Ona, PWWM  
Marina Blanco-Pape, RER (Alternate)  
Technical Advisor  
Eduardo Luis, P.E., WASD

**SELECTION COMMITTEE  
 MIAMI DADE WATER AND SEWER DEPARTMENT  
 REQUEST TO ADVERTISE  
 REPLACEMENT/REHABILITATION OF 72-INCH SANITARY SEWAGE FORCE MAIN  
 ALONG NORTHWEST/NORTHEAST 159<sup>TH</sup> STREET BETWEEN NORTHWEST 17<sup>TH</sup> AVENUE  
 AND NORTHEAST 10<sup>TH</sup> AVENUE**

**E12-WASD-02**

<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>
Amelia Cordova (Non – Voting Chairperson)	ISD	---	---	---	---	305-375-4259
Vicente Arrebola Asst. Director Wastewater Systems Operations	WASD	1987	Hispanic Male	Bachelor of Science in Environmental Engineering	P.E.	786-552-8116
Juan Bedoya Assistant W&S Superintendent	WASD	1989	Hispanic Male	High School	FWCOAB	786-268-5026
Curt Williams Manager Stormwater Utility Section	RER	1989	Black Male	Bachelor of Science in Civil Engineering	None	305-372-6818
Ileana Quintana Construction Project Manager	RER	2006	Hispanic Female	Bachelor of Science in Civil Engineering	State Licensed General Contractor General Engineering Contractor	305-375-3148
Leandro J. Ona Chief Highway Division	PWWM	2002	Hispanic Male	Bachelor of Science in Civil Engineering	P.E.	305-375-1909
Marina Blanco-Pape Chief Water Management Division (Alternate)	RER	1989	Hispanic Female	Bachelor in Architecture Masters in Mechanical Engineering	P.E.	305-372-6950
<b>TECHNICAL ADVISORS</b>						
Eduardo Luis, P.E. Engineer 3	WASD	1986	Hispanic Male	Bachelor of Science in Civil Engineering	None	786-552-8948