

Memorandum



Date: June 6, 2014

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 and title.

Subject: Appointment of Selection Committee for Miami-Dade PortMiami Request to Advertise for Marine Infrastructure Engineering Services - Project No. E13-SEA-04

In accordance with Implementing Order 3-34, I am hereby appointing those listed below as the Selection Committee for Miami-Dade PortMiami Request to Advertise for Marine Infrastructure Engineering Services - Project No. E13-SEA-04.

Selection Committee

Raymond Garcia, ISD (Non-Voting Chairperson)

Elizabeth Ogden, PortMiami

Frederick Wong, Jr., PortMiami

Franklyn E. Jarman, WASD

Marina Blanco-Pape, PWWM

Julia Sanchez, MDT

Marcos Redondo, PWWM (Alternate)

Patrick Wong, RER (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) 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, ISD
- Juan Kuryla, Director, PortMiami
- Bill Johnson, Director, WASD
- Alina T. Hudak, Deputy Mayor/Interim Director, PWWM
- Ysela Llort, Director, MDT
- Jack Osterholt, Deputy Mayor/Director, RER
- Gary T. Hartfield, Division Director, ISD

Selection Committee

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- Frederick Wong, Jr., PortMiami
- Franklyn E. Jarman, WASD
- Marina Blanco-Pape, PWWM
- Julia Sanchez, MDT
- Marcos Redondo, PWWM (Alternate)
- Patrick Wong, RER (Alternate)

**SELECTION COMMITTEE
MIAMI-DADE PORTMIAMI
MARINE INFRASTRUCTURE ENGINEERING SERVICES
PROJECT NO. E13-SEA-04**

Committee Member/ Title	Department	Start Year With County	Ethnicity/ Gender	Education	Professional License(s)/ Certification(s)	Telephone #
Raymond Garcia (Non-Voting Chairperson)	ISD	---	---	---	---	305-375-2038
Elizabeth Ogden Acting Assistant Director of Capital Development	PortMiami	1994	White Female	Bachelor of Science in Architecture	Registered Architect; LEED AP	305-347-5521
Frederick Wong, Jr. Manager of Seaport Operations	PortMiami	1994	Filipino Male	Bachelor's Degree with Double Major in Management and Marketing	--	305-372-4058
Franklyn E. Jarman Division Chief	WASD	1990	Black Male	Bachelor's in Mechanical and Electrical Engineering	Professional Engineer	786-552-8545
Marina Blanco-Pape Chief, Water Management Division	PWWM	1989	Hispanic Female	Master's in Mechanical Engineering; Bachelor's in Architecture	Professional Engineer	305-372-6950
Julia Sanchez Professional Engineer	MDT	2005	Hispanic Female	Bachelor of Science in Civil Engineering/Structural Engineer	Professional Engineer	786-469-5259
Marcos Redondo Section Head (Alternate)	PWWM	2006	Hispanic Male	Bachelor of Science in Civil Engineering/Structural Engineer	Professional Engineer	308-375-3848
Patrick Wong Chief of Air Division (Alternate)	RE	1980	Black Male	Bachelor of Science in Mechanical Engineering	---	305-372-6934