

# Memorandum



**Date:** June 5, 2015

**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 in the "From:" field.

**Subject:** Appointment of Selection Committee for Miami-Dade Public Works and Waste Management Department Request to Advertise for Florida Department of Transportation Local Agency Program Compliance Services for two PWWM Projects: Improvements to Old Cutler Trail Bicycle Route & Bridge Rehabilitation at SW 328 St over Levee L-31-E-Project No. E15-PWWM-04

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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 Public Works and Waste Management Department Request to Advertise for *Florida Department of Transportation Local Agency Program Compliance Services for two PWWM Projects: Improvements to Old Cutler Trail Bicycle Route & Bridge Rehabilitation at SW 328 St over Levee L-31-E - Project No. E15-PWWM-04.*

Selection Committee

Myrelie Colon, Internal Services Department (Non-Voting Chairperson)

Alvaro Castro, Public Works and Waste Management

Mercedes Barreras, Public Works and Waste Management

Barbara Espino, Florida Department of Transportation

Peter Smith, Miami-Dade Aviation Department

James Ferguson, Water and Sewer Department

Wilfredo Fernandez, Miami-Dade Transit (Alternate)

Maria Rodriguez-Porto, PHCD (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 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  
Emilio T. Gonzalez, Director, Miami-Dade Aviation Department  
Ysela Llord, Director, Miami-Dade Transit Department  
Michael Liu, Director, Public Housing and Community Development  
Lester Sola, Director, Water and Sewer Department  
Tara C. Smith, Director, Internal Services Department  
Gary T. Hartfield, Small Business Development Division Director, Internal Services Department

Selection Committee

Myrelie Colon, Internal Services Department (Non-Voting Chairperson)  
Alvaro Castro, Public Works and Waste Management  
Mercedes Barreras, Public Works and Waste Management  
Barbara Espino, Florida Department of Transportation  
Peter Smith, Miami-Dade Aviation Department  
James Ferguson, Water and Sewer Department  
Wilfredo Fernandez, Miami-Dade Transit (Alternate)  
Maria Rodriguez-Porto, PHCD (Alternate)

**SELECTION COMMITTEE  
PUBLIC WORKS AND WASTE MANAGEMENT DEPARTMENT  
FLORIDA DEPARTMENT OF TRANSPORTATION LOCAL AGENCY PROGRAM COMPLIANCE  
SERVICES FOR TWO PWWM PROJECTS: IMPROVEMENTS TO OLD CUTLER TRAIL BICYCLE  
ROUTE & BRIDGE REHABILITATION AT SW 328 ST OVER LEVEE L-31-E  
PROJECT NO. E15-PWWM-04**

<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>
Myrelie Colon (Non-Voting Chairperson)	ISD	---	---	---	---	305-375-2038
Alvaro Castro Special Projects Administrator 2	PWWM	1980	Hispanic Male	Bachelor's Degree Economics/Management ; Master's Degree Applicant	---	305-375-2796
Mercedes Barreras Construction Manager	PWWM	2005	Hispanic Female	Bachelor of Science in Industrial Engineering	---	305-375-1733
Barbara Espino District Construction Manager & Construction LAP Coordinator	FDOT	---	Hispanic Female	Bachelor of Science Degree	---	305-640-7405
Peter Smith Construction Manager 2	MDAD	1989	Black Male	Bachelor of Science in Construction Management	---	305-876-7051
James Ferguson Chief, Engineering & Design Division	WASD	2003	White Male	Bachelor of Science in Civil Engineering	Professional Engineer	786-268-5250
Wilfredo Fernandez Professional Engineer (Alternate)	MDT	1991	Hispanic Male	Bachelor of Science in Civil Engineering ; Master of Business Administration	Professional Engineer	786-469-5286
Maria Rodriguez-Porto Engineer 3 (Alternate)	PHCD	1991	Hispanic Female	Bachelor of Science in Industrial Engineering	---	786-469-2153