

Memorandum



Date: March 16, 2016

To: Those Listed Below

From: Carlos A. Gimenez
Mayor

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

Subject: Appointment of Selection Committee for Miami-Dade Water and Sewer Department Request to Advertise for Geotechnical Services, Special Instructions, Structural Assessments, Soils, Foundations and Materials Testing Services related to the Improvement, Upgrades and Expansions of Water and Wastewater Treatment Plants, Pump Stations, Collection, Distribution and Transmission Piping, and all related Facilities as necessary to ensure Quality Control/Assurance for Water and Sewer Department's Capital Improvement Projects – Project no. E15-WASD-13

In accordance with Implementing Order 3-34, I am hereby appointing those listed below as members to the Selection Committee for Miami-Dade Water and Sewer Department Request to Advertise for *Geotechnical Services, Special Instructions, Structural Assessments, Soils, Foundations and Materials Testing Services related to the Improvement, Upgrades and Expansions of Water and Wastewater Treatment Plants, Pump Stations, Collection, Distribution and Transmission Piping, and all related Facilities as necessary to ensure Quality Control/Assurance for Water and Sewer Department's Capital Improvement Projects – Project no. E15-WASD-13.*

Selection Committee

Pablo Valin, Internal Services Department (Non-Voting Chairperson)
Sonia Villamil, Water and Sewer Department
Augustin Durand, Water and Sewer Department
Marina Blanco - Pape, Regulatory and Economic Resources Department
Michael Bailey, City of Cooper City
Jacqueline Powell, Ph.D, Miami-Dade Aviation Department
Rolando Jimenez, Transportation and Public Works Department (Alternate)
Lin Li, Water and Sewer Department (Alternate)

Technical Advisor

James Ferguson, Water and Sewer Department

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, please contact this 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.

In the event it is determined that an appointed Selection Committee member has a conflict of interest or in the event of a properly noticed excusal request, the alternate committee member may serve. An updated memorandum will be forwarded confirming the utilization of the alternate member as a voting member. The alternate will be named in accordance with the requirements of the vacancy created. No substitution of committee members shall be allowed after the first official meeting of the committee

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: Jack Osterholt, Deputy Mayor and Regulatory and Economic Resources Department Director
Lester Sola, Director, Water and Sewer Department
Emilio T. Gonzalez, Director, Miami-Dade Aviation Department
Alice N. Bravo, Director, Transportation and Public Works Department
Tara C. Smith, Director, Internal Services Department
Gary T. Hartfield, Division Director, Small Business Development, Internal Services Department

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Technical Advisor

James Ferguson, Water and Sewer Department

**SELECTION COMMITTEE
 MIAMI-DADE WATER AND SEWER DEPARTMENT
 GEOTECHNICAL SERVICES, SPECIAL INSTRUCTIONS, STRUCTURAL ASSESSMENTS,
 SOILS, FOUNDATIONS AND MATERIALS TESTING SERVICES RELATED TO THE
 IMPROVEMENT, UPGRADES AND EXPANSIONS OF WATER AND WASTEWATER
 TREATMENT PLANTS, PUMP STATIONS, COLLECTION, DISTRIBUTION AND TRANSMISSION
 PIPING, AND ALL RELATED FACILITIES AS NECESSARY TO ENSURE QUALITY
 CONTROL/ASSURANCE FOR WATER AND SEWER DEPARTMENT'S CAPITAL IMPROVEMENT
 PROJECTS**

PROJECT NO. E15-WASD-13

Committee Member/ Title	Department	Start Year With County	Ethnicity / Gender	Education	Professional License(s)/ Certification(s)	Contact Information
Pablo Valin (Non-Voting Chairperson)	ISD	---	---	---	---	305-375-2852
Sonia Villamil Engineer 2	WASD	2001	Hispanic Female	Bachelor of Science in Engineering	---	786-552-8234
Augustin Durand Structural Construction Supervisor	WASD	1996	Black Male	Bachelor of Science in Electrical Engineering	Engineer in Training	786-268-5169
Marina Blanco-Pape Chief, Water Management Division	RER	1989	Hispanic Female	Master of Science in Mechanical Engineering; Bachelor of Architecture	Professional Engineer; FDEP Qualified Stormwater Management Inspector	305-372-6950
Michael Bailey Utilities Director	City of Cooper City	---	White Male	Bachelor of Science in Mechanical Engineering	Professional Engineer	954-328-5532
Jacqueline Powell, Ph.D. Aviation Fueling Systems Supervisor	MDAD	1993	Black Female	Doctorate in Geology	---	305-876-0424
Rolando Jimenez Project Manager (Alternate)	DTPW	2004	Hispanic Male	Bachelor of Science in Civil Engineering	Professional Engineer	305-375-5681
Lin Li Project Manager (Alternate)	WASD	2008	Asian Male	Master of Science in Civil Engineering; Master of Science in Naval Design and Architecture; Bachelor of Science in Ocean Engineering	Professional Engineer	786-268-5283
TECHNICAL ADVISOR						
James Ferguson Chief, Engineering & Design Division	WASD	2003	White Male	Bachelor of Science in Civil Engineering	Professional Engineer	786-268-5250