

# Memorandum



**Date:** May 6, 2016

**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 for Hydrogeologic and Engineering Services for Disposal, Water Supply, Monitoring Wells and Aquifer Storage and Recovery Wells– Project no. E15-WASD-17

---

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 *Hydrogeologic and Engineering Services for Disposal, Water Supply, Monitoring Wells and Aquifer Storage and Recovery Wells– Project no. E15-WASD-17.*

Selection Committee

Pablo Valin, Internal Services Department (Non-Voting Chairperson)  
Jules Durand, Water and Sewer Department  
Isaac Smith, Water and Sewer Department  
Thomas Kux, Department of Regulatory and Economic Resources  
Rebecca Varley, Department of Regulatory and Economic Resources  
German Hernandez, Department of Solid Waste Management  
Luis E. Rojas, Water and Sewer Department (Alternate)  
Vishal Katoch, Department of Regulatory and Economic Resources (Alternate)

Technical Advisor

Maria Macfarlane, 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
- Alina T. Hudak, Deputy Mayor and Solid Waste Management Department Director
- Lester Sola, Director, Water and Sewer Department
- Tara C. Smith, Director, Internal Services Department
- Gary T. Hartfield, Division Director, Small Business Development, Internal Services Department

Selection Committee

Pablo Valin, Internal Services Department (Non-Voting Chairperson)  
Jules Durand, Water and Sewer Department  
Isaac Smith, Water and Sewer Department  
Thomas Kux, Department of Regulatory and Economic Resources  
Rebecca Varley, Department of Regulatory and Economic Resources  
German Hernandez, Department of Solid Waste Management  
Luis E. Rojas, Water and Sewer Department (Alternate)  
Vishal Katoch, Department of Regulatory and Economic Resources (Alternate)

Technical Advisor

Maria Macfarlane, Water and Sewer Department

**SELECTION COMMITTEE  
MIAMI-DADE WATER AND SEWER DEPARTMENT  
HYDROGEOLOGIC AND ENGINEERING SERVICES FOR DISPOSAL, WATER SUPPLY,  
MONITORING WELLS AND AQUIFER STORAGE AND RECOVERY WELLS  
PROJECT NO. E15-WASD-17**

<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>Contact Information</b>
Pablo Valin (Non-Voting Chairperson)	ISD	---	---	---	---	305-375-2852
Jules Durand Special Projects Supervisor	WASD	1993	Black Male	Bachelor of Science in Industrial Engineering/Project Management	---	786-268-5176
Isaac Smith Senior Program Manager	WASD	1990	Black Male	Bachelor of Science in Mechanical Engineering	Engineer Intern	786-552-8255
Thomas Kux Professional Geologist	RER	1994	White Male	Bachelor of Science in Forest, Resources, and Conservation	Professional Geologist	305-372-6520
Rebecca Varley Hydrogeologist 3	RER	1990	White Female	Bachelor of Science in Environmental Science; minor in Chemistry	GIS Certificate	305-372-6824
German Hernandez SWM Environmental Affairs Manager	SWM	1988	Hispanic Male	Bachelor of Science in Geology	Professional Geologist	305-514-6673
Luis E. Rojas Construction Project Supervisor 1 (Alternate)	WASD	1994	Hispanic Male	Bachelor of Science in Civil Engineering	---	786-268-5177
Vishal Katoch Hydrogeologist 3 (Alternate)	RER	2003	Hindu Male	Master of Science in Geology	Professional Geologist	305-372-6614
<b>TECHNICAL ADVISOR</b>						
Maria Macfarlane Professional Geologist	WASD	2003	Hispanic Female	Master of Science in Geology	Professional Geologist	786-552-8469