

Memorandum



Date: NOV 12 2010

To: Those Listed Below

From: George M. Burgess
County Manager

Subject: Selection Committee for the Miami-Dade Public Works Department for Design Build and Finance of the People Transportation Plan (PTP) - SW 137 Avenue, from US-1 to SW 200 Street - OCI Project No. UP10-PW-01 PTP

In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for the Miami-Dade Public Works Department for Design Build and Finance of the People Transportation Plan (PTP) - SW 137 Avenue, from US-1 to SW 200 Street - OCI Project No. UP10-PW-01 PTP.

Selection Committee

Mike Ramos, OCI (Non-Voting Chairperson)
Leandro Ona, P.E., PW
Marcos Redondo, PE, PW
Becky Hope, Seaport
Isaac Smith, WASD
Mansour Eghbal, MDT
Der-Ming Kuo WASD (1st Alternate)
Lucious Williams (MDT) (2nd Alternate)

Technical Advisors

Miguel Riera, PE, PW
Lana Moorey, PE, PW

At the introductory meeting, the panel members will receive proposals and instructions regarding the evaluation and selection process. The First-Tier selection meeting is scheduled to review written material regarding the qualifications of each firm as it relates to the requirements defined in the advertised document. The Selection Committee will evaluate and rate each team of firms. Alternatively, the Selection Committee may waive the Second-Tier selection process by a majority vote and make a final recommendation to the County Manager, that a contract be negotiated with the highest ranked responsive and responsible proposer(s), based on the First-Tier criteria only.

The Selection Committee shall be responsible for evaluating and rating the proposals by each Committee member, based on the criteria and procedure contained in the advertised document. The Selection Committee will first evaluate and rate responsive proposals based on First-Tier selection criteria. You may utilize staff of the issuing department and the using agency to conduct a preliminary review of the proposals for responsiveness to the technical requirements. All requests for specific determinations shall be made in writing to the County Attorney's Office.

You are directed to assist me in the selection process considering the factors delineated in the advertised document. These factors may include qualifications of firms including the team members assigned to the project, knowledge and past experience of similar type projects, past performance of firms, amount of work awarded and paid by the County, ability of team members to interface with the County, knowledge of project scope, ability to provide the required services within schedule and budget and responsiveness to the established requirements.

You will be advised of the date, time and place at which the Committee will convene. If you are unable to participate in the Selection process, contact this office through Small Business Development by memorandum documenting the reason why you cannot participate. Only in cases of dire urgency may you be excused from participation.

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 Office of Capital Improvements (OCI) Architectural & Engineering Unit may substitute the chairperson to ensure the appropriate level of staffing expertise as deemed necessary to accommodate the needs of this solicitation.

Following the oral presentation, or upon completion of the review process, the Committee shall prepare and submit a memorandum to include a narrative of the evaluation and justification of the top recommended firm(s) based upon the reasoning and mathematical formula, if utilized, and attach supporting documentation and a summary sheet which MUST include the following information:

Name of firm(s)
Qualification Score(s)
Adjusted Score (if applicable)
Committee's Overall Ranking and Recommendation

This report should be submitted to me by OCI for review and consideration for further recommendation for negotiations.

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. Committee members are reminded that in accordance with the Cone of Silence Ordinance 98-106, they are prohibited from having any communication with potential respondents and/or their representatives. Violation of this policy could lead to termination.

All questions must be directed to the staff contact person(s) designated by OCI.

- c: George Navarette, Director/OCI
- Esther Calas, P.E., Director/PWD
- John Renfrow, Director/MDWASD
- Harpal Kapoor, Director/MDT
- Bill Johnson, Director/Seaport
- Penelope Townsley, Director, SBD

Selection Committee

- Mike Ramos, OCI (Non-Voting Chairperson)
- Leandro Ona, P.E., PW
- Marcos Redondo, PE, PW
- Becky Hope, Seaport
- Isaac Smith, WASD
- Mansour Eghbal, MDT
- Der-Ming Kuo WASD (1st Alternate)
- Lucious Williams (MDT) (2nd Alternate)

Technical Advisors

- Miguel Riera, PE, PW
- Lana Moorey, PE, PW

**SELECTION COMMITTEE
MIAMI-DADE PUBLIC WORKS DEPARTMENT
DESIGN BUILD AND FINANCE OF THE PEOPLES TRANSPORTATION PLAN (PTP)
SW 137 AVENUE FROM US-1 TO SW 200 STREET**

OCI PROJECT NO. UP10-PW-01 PTP

Committee Member/ Title	Department	Start Year With County	Ethnicity/ Gender	Education	Professional Licenses	Telephone #
Mike Ramos Non-Voting Chairperson	OCI	--	--	--	--	(305) 375-5215
Leandro Ona, P.E. Chief/Highway Division	PW	2002	Hispanic Male	Bachelor of Science in Civil Engineering	Professional Engineer	(305) 375-1909
Marcos Redondo, PE Section Head/Bridge Engineering	PW	2006	Hispanic Male	Bachelor of Science in Civil Engineering	Professional Engineer	(305) 375-3848
Becky Hope Engineer 3	Seaport	1993	White Female	Master of Business Administration Bachelor of Science	Chemical Engineering	(305) 347-4972
Isaac Smith Senior Construction Specs Writer	WASD	1990	Black Male	Bachelor of Science in Mechanical Engineering	Engineering Intern	(786) 268-5196
Mansour Eghbal Administrative Officer 2	MDT	1983	White Male	Masters in Industrial Management, Bachelor of Science in Mechanical Engineering	None	(786) 469-5397
Der-Ming Kuo Professional Engineer (1 st Alternate)	WASD		Other Male	Master of Science	None	(786) 268-5297
Lucious Williams (2 nd Alternate)	MDT	2003	Black Male	Bachelor of Science in Electrical Engineering	None	(786) 469-5446
TECHNICAL ADVISORS (NONVOTING)						
Miguel Riera, P.E. Section Head/Plans Review & Design	PW	2003	Hispanic Male	Master of Science in Civil Engineering, Bachelor of Science in Civil Engineering	Professional Engineer	(305) 375-5820
Lana Moorey, P.E. Project Manager/ Plans Review and Design	PW	1994	White Female	Bachelor of Science in Civil Engineering	Professional Engineer	(305) 375-2863