

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: February 3, 2025

FROM: Alberto N. Parjus
City Manager

Alberto
N. Parjus

Digitally signed by
Alberto N. Parjus
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SUBJECT: Award Recommendation
RFQ 2024-023 Civil & Environmental
Engineering Services

At the next available City Commission Meeting an award recommendation for RFQ 2024-023 Civil & Environmental Engineering Services will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation to the City Commission for award of the subject RFQ is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFQ and authorize negotiations with the top six (6) responsive and responsible proposers: AECOM Technical Services, Inc., Ardurra Group, Inc., Hazen and Sawyer, Kimley-Horn and Associates, Inc., Milian Swain & Associates, Inc., and NOVA Consulting Services, Inc. for Civil & Environmental Engineering Services.
- 2) Should negotiations fail with the top-ranked proposers, negotiations may commence with the next three (3) highest ranked responsive-responsible proposers: Chen Moore and Associates, Inc. Jacobs Engineering Group, Inc., and Keith and Associates dba KEITH if determined to be in the best interest of the city.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On August 8, 2024, the Procurement Division of Finance formally advertised, issued, and distributed Request for Qualifications (RFQ) 2024-023 Civil & Environmental Engineering Services. One hundred fifty-six (156) prospective proposers were notified by INFOR, the City's web-based e-Procurement system.

On September 20, 2024, eighteen (18) firms submitted proposals including two (2) no bid responses in response to the RFQ: AECOM Technical Services, Inc., Ardurra Group, Inc., C.A.P Engineering, Inc., CES Consultants, Inc., Chen Moore and Associates, Inc., CONNECT Engineering, LLC., CPH Consulting, LLC, Hazen and Sawyer, Hitek Engineering, Inc., Jacobs Engineering Group, Inc., Keith and Associates, Inc. dba KEITH, Kimley-Horn and Associates, Inc., Milian, Swain & Associates, Inc., Nova Consulting, Inc., Ribbeck Engineering, Inc., Robayna and Associates, Inc., Volkert, Inc., and Zipa Builders, LLC..

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFQ. During the review, it was determined by Procurement, after consulting with the City Attorney's Office, that Robayna and Associates, Inc., would be deemed non-responsive based on their failure to provide the minimum of three (3) similar engagements within the last five (5) years.

On January 23 and 24, 2025 the Evaluation Committee convened to evaluate the fifteen (15) responsive and responsible proposals and ranked the firms in the following order: Hazen and

Sawyer, (top ranked), Ardurra Group, Inc., (second ranked), Kimley-Horn and Associates, Inc., (third ranked), Milian, Swain & Associates, Inc., (fourth ranked), AECOM Technical Services, Inc., (fifth ranked), and NOVA Consulting, Inc. (sixth ranked). The Evaluation Committee recommended that the City negotiate with the top six (6) responsive-responsible proposers to provide the requested services for an initial three (3) year term with two (2) one (1) year renewals.

The Evaluation Committee further recommended that should negotiations fail with any of the top six (6) ranked firms negotiations could be conducted with the next three (3) ranked firm Jacobs Engineering Group, Inc, Chen Moore and Associates, Inc. and Keith and Associate, Inc. dba KEITH.

After successful negotiations, a Professional Service Agreement will be executed. A more detailed description of the RFQ, proposal response and evaluation results will be provided to you as part of the agenda package.

Please contact me should you have any questions.

Copy:

Cristina M. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Jose Gomez, Assistant City Manager

Hermes Diaz, Public Works Director

Jose Oliveros, Assistant Public Works Director C.I.P.

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer