

**CITY OF MIAMI BEACH
COMMISSION ITEM SUMMARY**



Condensed Title:

Accept the City Manager's Recommendation Relative to the Ranking of Firms Pursuant to RFQ No. 08-02/03 for the Planning, Design, and Construction Administration Services Needed to Complete the Miami Beach Botanical Garden improvement Project.

Issue:

Shall the City Commission approve the City Manager's recommendation to accept the recommendation related to the ranking of firms and authorize negotiations?

Item Summary/Recommendation:

On October 22, 2002, the City Commission authorized the issuance of a Request for Qualifications (RFQ) from design firms to be responsible for the revision of the Concept Plan developed in June 2000. Additionally, this phase will include an updated cost estimate for improvements. The revised concept plan will be based on the "Scope of Work Info" document developed by the Miami Beach Conservancy Board.

RFQ No. 08-02/03 was issued on December 19, 2002 with an opening date of February 7, 2003. The City received proposals from the following 6 firms on February 7, 2003.

- EDAW, Inc.
- Heery International, Inc.
- Indigo Service Corporation
- RMPK Group
- Susan Nelson and Warren Byrd Landscape
- Wallace Roberts and Todd, LLC

The City Manager via Letter to Commission (LTC) No. 58-2003, appointed an Evaluation Committee ("the Committee"). Consensus at the end of the 1st Evaluation Committee meeting was to shortlist and invite three (3) firms to provide a 20 minute presentation, followed by a 20 minute question and answer session.

The three companies that were short listed were:

- EDAW, Inc.
- Indigo Service Corporation
- Wallace Roberts and Todd, LLC

During deliberations at the 2nd Evaluation Committee meeting, the Committee members discussed their individual ranking of the three firms and arrived at the following Committee ranking:

- First: EDAW, Inc.
- Second: Wallace Roberts and Todd, LLC
- Third: Indigo Service Corporation

The firm of EDAW, Inc. was deemed to be the first ranked firm based on the experience and qualifications of their team.

ACCEPT THE MANAGER'S RECOMMENDATION AND AUTHORIZE NEGOTIATIONS

Advisory Board Recommendation:

Financial Information:

Source of Funds:		Amount	Account	Approved
<div style="border: 1px solid black; width: 50px; height: 50px; display: inline-block;"></div> Finance Dept.	1			
	2			
	3			
	4			
	Total			

City Clerk's Office Legislative Tracking:

Gus Lopez

Sign-Offs:

Department Director	Assistant City Manager	For City Manager
GL <u>gl</u> TH <u>[Signature]</u>	RCM _____	<u>[Signature]</u>

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AGENDA ITEM C7C

DATE 7-2-03

CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH, FLORIDA 33139
www.miamibeachfl.gov



COMMISSION MEMORANDUM

To: Mayor David Dermer and
Members of the City Commission

Date: July 2, 2003

From: Jorge M. Gonzalez
City Manager

A handwritten signature in black ink, appearing to read 'Jorge M. Gonzalez'.

Subject: **A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF QUALIFICATIONS RECEIVED PURSUANT TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 08-02/03, FOR THE PLANNING, DESIGN, AND CONSTRUCTION ADMINISTRATION SERVICES NEEDED TO COMPLETE THE MIAMI BEACH BOTANICAL GARDEN IMPROVEMENT PROJECT; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF EDWARDS AND KELCEY, INC.; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM, AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF WALLACE ROBERTS AND TODD, LLC; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE SECOND-RANKED FIRM, FURTHER AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE THIRD-RANKED FIRM OF INDIGO SERVICE CORPORATION.**

ADMINISTRATIVE RECOMMENDATION

Adopt the Resolution.

ANALYSIS

On February 21, 2001, the Mayor and City Commission adopted Resolution No. 2001-24280, authorizing the execution of a professional services agreement with Curtis and Rogers Design Studio to provide planning, design, and construction administration services pursuant to RFQ No. 41-99/00. Because of delays in executing the agreement and in determining the ultimate permanent location of the facility, the agreement remained unexecuted as of July 2002.

During the summer of 2002, representatives of the Miami Beach Garden Conservancy met several times with City staff and expressed a strong desire to have the new facility designed in keeping with the Conservancy's goal of obtaining accreditation of the facility through the American Association of Museums (AAM). The AAM accreditation process is complex and requires compliance with numerous facility and organizational standards. City staff agreed to the adoption of this goal with the understanding that eventual accreditation of the facility will depend largely upon the Conservancy's organizational and collection development efforts outside the scope of the capital improvements to the Garden.

Because the scope of work for the current unexecuted agreement did not address the new accreditation goal, it was necessary for the City to issue a new Request for Qualifications (RFQ) for firms that have specific experience in designing botanical gardens that have become officially accredited by the AAM. Series 2000 General Obligation Bond funding in the amount of \$1,500,000 is available for the project.

On October 22, 2002, the City Commission authorized the issuance of a RFQ to solicit Qualification Statements from design firms. The Scope of Work described in the RFQ includes revising the Botanical Garden Concept Plan that was developed in June 2000 which will then serve as a master plan and the subsequent development of design and construction documents for funded improvements. The redesign of the Garden will be undertaken in a manner that supports to the greatest extent possible the Miami Beach Garden Conservancy's goal of eventually becoming accredited by the American Association of Museums (AAM).

RFQ No. 08-01/02 was issued on December 19, 2002 with an opening date of February 7, 2003. A pre-proposal conference to provide information to firms considering submitting a response was held on January 16, 2003. DemandStar by Onvia issued bid notices to 1,151 prospective proposers, resulting in 63 proposers requesting RFQ packages, which resulted in the receipt of the following six (6) proposals:

- EDAW, Inc.
- Heery International, Inc.
- Indigo Service Corporation
- RMPK Group
- Susan Nelson and Warren Byrd Landscape
- Wallace Roberts and Todd, LLC

The City Manager via Letter to Commission (LTC) No. 58-2003, appointed an Evaluation Committee ("the Committee") consisting of the following individuals:

- Barbara Knaubb, Committee Chair, Facility Chairman, Miami Beach Botanical Garden
- Randy Barney, Horticultural Chair, Miami Beach Botanical Garden
- Bruce Greer, Member, Board of Directors, Fairchild Gardens & CMB property owner
- Jenny Iglesias, City of Miami Beach Resident
- Donald Shockey, CIP Office, South Beach Projects Planner
- John Oldenburg, Assistant Director, Parks and Recreation Department

On April 22, 2003, the Committee convened and was provided with the project overview and background information by Todd Osborn URS, Program Manager and by Donald Shockey, Senior Capital Projects Planner. Additionally, the Committee reviewed references secured by the Procurement staff, and discussed the following RFQ evaluation criteria, which was used to evaluate and rank the respondents:

- Demonstrated record of accomplished work on Botanical Garden design and planning in accordance with the American Association of Museums (AAM) accreditation process.
- Project approach and methodology.
- Project team organization and accessibility.
- Ability to meet time and budget requirements.
- Volume of work previously awarded to each firm by the Agency, with the object of effecting an equitable distribution of contracts among qualified firms, provided such distribution does not violate principle of selection of the most highly qualified firm.

The Committee's consensus at the end of the meeting was to short list and invite three (3) firms to provide a 20-minute presentation, followed by a 20-minute question and answer session.

The three companies that were short listed were:

- EDAW, Inc.
- Indigo Service Corporation
- Wallace Roberts and Todd, LLC

Procurement staff coordinated and scheduled presentations for May 29, 2003. The Committee members convened on May 29, 2003 and were provided presentations by all three (3) short listed firms. One Committee member, John Oldenburg, was unable to attend the meeting; Barbara Knaubb, the Committee Chair, moved to proceed with the meeting since the necessary quorum was present.

After the firms' presentations, the Committee members discussed at length their individual perceptions of the qualifications, experience, and competence of the three firms and then ranked the firms as follows:

	<u>EDAW</u>	<u>INDIGO</u>	<u>WALLACE, ROBERTS AND TODD, LLC</u>
Barbara Knaubb	95 (1)	63 (3)	89 (2)
Randy Barney	98 (1)	80 (3)	95 (2)
Bruce Greer	99 (1)	95 (2)	94 (3)
Jenny Iglesias,	98 (1)	85 (3)	95 (2)
Donald Shockey	86 (2)	80 (3)	92 (1)
RANKINGS	(1)	(3)	(2)

LEGEND:

- First: EDAW, Inc.
- Second: Wallace Roberts and Todd, LLC
- Third: Indigo Service Corporation

The firm of EDAW, Inc. was deemed to be the first ranked firm based on the experience and qualifications of their team. EDAW, Inc. has extensive working knowledge of the City of Miami Beach and its programs and has worked with City staff on various capital improvement projects.

EDAW, Inc. will offer the following to the City of Miami Beach:

- Internationally recognized planning firm known for their innovative approach to botanical garden's planning projects and understanding of the AAM accreditation requirements and process;
- Exceptional team professionals recognized by their clients and other peers for their award winning work;
- Understanding of the delivery of botanical gardens and support facilities, from the master planning level to design, construction and operation.
- Thorough knowledge of local and regional issues;
- Strong track record of successfully completing projects within budget and time schedule;
- Extensive experience in facilitating public meetings.

RELATED EXPERIENCE PROJECT MANAGER

David Sacks, ASLA

14 Years of Experience in the practice of Landscape Architecture, particularly in master planning and design for botanical gardens, historic landscapes and other cultural resource properties. Additionally he has provided the following:

- Extensive experience in the design of parks; both active and passive.
- Design of recreational facilities
- Planning and design for historic properties and cultural landscapes
- Variety of public-sector project types, ranging from streetscapes to facilities landscape designs.
- Municipal/Agency Botanical Gardens/Parks design:
 - City of Miami
 - City of Plantation
 - National Park Service
 - Clemson University
 - Florida Department of Transportation
 - City of Fort Lauderdale

- Miami-Dade Parks and Recreation Department

Mr. Sacks possesses a wealth of experience in the project management and design for botanical garden/parks related projects:

McKee Botanical Garden Phase III, Vero Beach, Florida- Landscape and hardscape improvements comprising interpretive signage, additional planting, specialty garden structures and coordination with the architect for additional office and horticultural facilities.

Fairchild Tropical Garden Master Plan, Miami, Florida, Project Director - Provided Master Plan for 83-acre world renowned public botanical garden in the South Florida area.

Master Plan for Matheson Hammock Park, Project Director - Provided Master Plan update for the 635-acre National Historic Register park, which is one of the oldest and most significant resource-based parks in Miami-Dade County.

Naples Botanical Garden, Naples, Florida – Master plan for a new public garden for tropical and sub-tropical horticultural displays and education, as well as a significant community cultural resource.

Quail Botanical Gardens Master Plan, Encinitas, California – Master plan for expansion of a 30-acre public garden in North San Diego County, including site partnerships with the local Children's Discovery Museum and the Historical Society.

CONCLUSION

The Administration recommends that the Mayor and City Commission adopt the attached resolution which requests to accept the City Manager's recommendation pertaining to the ranking of firms, and authorize the Administration to enter into negotiations with the top-ranked firm of EDAW, Inc.; and should the Administration not be able to negotiate an agreement with the top ranked firm, authorizing the Administration to negotiate with second-ranked firm of Wallace Roberts and Todd, LLC; and should the Administration not be able to negotiate an agreement with the second-ranked firm, further authorizing the Administration to negotiate with the third-ranked firm of Indigo Service Corporation.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, ACCEPTING THE RECOMMENDATION OF THE CITY MANAGER PERTAINING TO THE RANKING OF QUALIFICATIONS RECEIVED PURSUANT TO REQUEST FOR QUALIFICATIONS (RFQ) NO. 08-02/03, FOR THE PLANNING, DESIGN, AND CONSTRUCTION ADMINISTRATION SERVICES NEEDED TO COMPLETE THE MIAMI BEACH BOTANICAL GARDEN IMPROVEMENT PROJECT; AUTHORIZING THE ADMINISTRATION TO ENTER INTO NEGOTIATIONS WITH THE TOP-RANKED FIRM OF EDRAW, INC.; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE TOP-RANKED FIRM, AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE SECOND-RANKED FIRM OF WALLACE ROBERTS AND TODD, LLC; AND SHOULD THE ADMINISTRATION NOT BE ABLE TO NEGOTIATE AN AGREEMENT WITH THE SECOND-RANKED FIRM, FURTHER AUTHORIZING THE ADMINISTRATION TO NEGOTIATE WITH THE THIRD-RANKED FIRM OF INDIGO SERVICE CORPORATION.

WHEREAS, on October 22, 2002, the City Commission approved the authorization for issuance of a Request for Qualifications and authorized soliciting Qualification Statements from design firms to further develop and revise the Concept Plan developed in June 2000 for the City of Miami Beach Botanical Garden; and

WHEREAS, Series 2000 General Obligation Bond funding in the amount of \$1,500,000 is available for this project; and

WHEREAS, RFQ No. 08-01/02 was issued on December 19, 2002 with an opening date of February 7, 2003; and

WHEREAS, six (6) proposals were received in response to the RFQ, the following are the firms that submitted proposal for this RFQ:

- EDAW, Inc.
- Heery International, Inc.
- Indigo Service Corporation
- RMPK Group
- Susan Nelson and Warren Byrd Landscape
- Wallace Roberts and Todd, LLC; and

WHEREAS, an Evaluation Committee was appointed by the City Manager via Letter to Commission (LTC) No. 58-2003 consisting of the following individuals:

- Barbara Knaubb, Committee Chair, Facility Chairman, CMB Botanical Garden
- Randy Barney, Horticultural Chair, CMB Botanical Garden
- Bruce Greer, Board of Directors, Fairchild Gardens & CMB property owner
- Jenny Iglesias, CMB Resident
- Donald Shockey, CIP Office, South Beach Projects Planner

- John Oldenburg, Assistant Director, Parks and Recreation Department; and

WHEREAS, the Committee convened on April 22, 2003 for the 1st Evaluation Committee meeting, and consensus at the end of the meeting was to shortlist and invite three (3) firms to provide a 20 minute presentation, followed by a 20 minute question and answer session. The three firms were:

- EDAW, Inc.
- Indigo Service Corporation
- Wallace Roberts and Todd, LLC; and

WHEREAS, the Committee reconvened on May 29, 2003 for the 2nd Evaluation Committee meeting, the Committee members discussed their individual ranking of the three firms and arrived at the following Committee ranking:

- First: EDAW, Inc.
- Second: Wallace Roberts and Todd, LLC
- Third: Indigo Service Corporation; and

WHEREAS, the City Manager has reviewed the Evaluation Committee's recommendation, and herein recommends that the Mayor and City Commission accept the Committee's recommendation relative to the ranking of firms pursuant to RFQ No. 08-02/03 for the Planning, Design, and Construction Administration Services Needed to Complete the Miami Beach Botanical Garden Improvement Project, and enter into negotiations with the first-ranked firm of EDAW, Inc.; and if unsuccessful, negotiate with the second-ranked firm of Wallace Roberts and Todd, LLC; and if unsuccessful, negotiate with the third-ranked firm of Indigo Service Corporation.

NOW, THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, that the Mayor and City Commission herein accept the Committee's recommendation of the City Manager pertaining to the ranking of firms pursuant RFQ No. 08-02/03; and further authorize the Administration to enter into negotiations with the top-ranked firm of EDAW, Inc., and, should the Administration not be able to negotiate an Agreement with the top-ranked firm, authorize the Administration to negotiate with the second-ranked firm of Wallace Roberts and Todd, LLC, and, should the Administration not be able to negotiate an Agreement with the second-ranked firm, further authorize the Administration to negotiate with the third-ranked firm of Indigo Service Corporation.

PASSED and ADOPTED this ____ day of _____, 2003.

ATTEST:

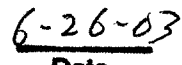
CITY CLERK

MAYOR

**APPROVED AS TO
FORM & LANGUAGE
& FOR EXECUTION**



City Attorney



Date