



The City of Coral Gables

Procurement Division

2800 S.W. 72ND AVENUE
MIAMI, FLORIDA 33155

February 1, 2022

All Responding Proposers (See Distribution List)

SUBJECT: RFQ 2021-031 Preservation Architectural Consulting Services

Dear Proposers:

The evaluation of the proposals submitted in response to the above cited solicitation is complete. The City Manager has recommended an award as shown in the attached document.

This notice is provided in accordance with Section 2-910 (c) of the Code of the City of Coral Gables. Our provision of this notice also serves to confirm the lifting of the Cone of Silence from this procurement action as dictated by Section 2-1027 (4)(b) of the same City Code.

Thank you for your participation in this competition. If you have any questions please contact Andrea Chung, Procurement Specialist at 305-441-5745 or AChung2@coralgable.com

Sincerely,

A handwritten signature in blue ink, appearing to read "Celeste S. Walker-Harmon".

Celeste S. Walker-Harmon
Chief Procurement Officer

Attachment: Award Recommendation

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: January 31, 2022

FROM: Peter J. Iglesias, P.E.
City Manager

SUBJECT: Award Recommendation
RFQ 2021-031 Architectural Consulting
Services

At the next available, City Commission Meeting an award recommendation for RFQ 2021-031 Architectural Consulting 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 RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFQ and authorize negotiations with the four (4) responsive-responsible proposers: R.J. Hiesebottle P.A., Gurri Matute P.A., R.E. Chisholm Architects Inc., and Rodriguez and Quiroga Architects Chartered for Preservation Architectural Consulting Services RFQ 2021-031.
- 2) Reaffirm the City's right to pursue alternative courses of action.

On October 13, 2021, the Procurement Division of Finance formally advertised, issued, and distributed Preservation Architectural Consulting Services, Request for Qualifications (RFQ) 2021-031. Fifty-eight (58) prospective proposers downloaded the RFP package from Public Purchase, the City's web-based e-Procurement service.

On November 15, 2021, four (4) firms submitted proposals in response to the RFP: Gurri Matute P.A. R.E. Chisholm Architects, Inc., R.J. Heisenbottle Architects P.A. and Rodriguez and Quiroga Architects Chartered.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the RFQ.

On January 21, 2022, the Evaluation Committee convened to evaluate the four (4) responsive and responsible proposals and ranked the firms in the following order of: R.J. Heisenbottle Architects P.A., Gurri Matute P.A., R.E. Chisholm Architects, Inc., and Rodriguez and Quiroga Architects Chartered.

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, 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:
Miriam Soler Ramos, Esq., City Attorney

Billy Y. Urquia, City Clerk
Hermes Diaz, Public Works Director
Jose Oliveros, Assistant Public Works Director/Capital Improvements
Diana M. Gomez, Finance Director
Celeste S. Walker-Harmon, Finance Assistant Director for Procurement



**RFP 2021-031
PRESERVATION ARCHITECTURAL CONSULTING SERVICES
EVALUATION OF PROPOSALS**

SELECTION CRITERIA	PROPOSERS	COMPOSITE					
		Maximum Criteria Points	Maximum Total Points (9 members)	Gurri Matute	R.E. Chisholm	RJ Heisenbottle	Rodriguez & Quiroga Chartered
Experience & Qualifications		40	200				
Proposer's qualifications including, but not limited to, company history and description, number of years in business, size, number of employees, office location, licenses/certifications, credentials, capabilities and capacity to meet the City's needs			10	38	33	38.5	31.5
Proposer's expertise and experience in working with other disciplines, including coordination with other design professionals and sub-consultants.			10	38	33	38	34.5
Proposer's financial stability			10	33	33.5	34.5	32
Qualifications and experience of all proposed key personnel (including subconsultants)			10	37	36	37.5	35
Experience & Qualifications Total				146	135.5	148.5	133
Project Understanding, Proposed Approach, Methodology		30	150				
Proposer's overall detailed understanding, approach and methodology to perform the services solicited herein. Understanding of the RFP scope and requirements, implementation plan, strategies for assuring assigned work is completed on time, communication with City staff, and Proposer's intent to positively and innovatively work with the City in providing the services outlined in this RFP.			10	38	33.5	36	34
Recent, current and projected workload for the Proposer and key personnel and how the potential contract will fit into the Proposer's workload.			5	18.5	18.5	17	16
Proposer's demonstrated ability to positively and innovatively move a project from the conceptual stage into a clearly defined project that may be designed and constructed, while minimizing the impact on the community.			5	18	16.5	17	15
Proposer's demonstrated ability to provide schedule control, cost control and quality control for the services specified herein. Proposer's experience with similar projects completed on-time and within budget.			5	19	16	17.5	16
Proposer's ability to deliver similar projects having significant community and business involvement.			3	11.5	10.5	12	10.5
Proposer's ability to work with other consultants designated by the City.			2	8	8	8	7.5
Project Understanding, Proposed Approach, Methodology Total				111	103	107.5	101
Past Performance and References		25	125				
Provide detailed information on five (5) of the Proposer's most recent and relevant projects similar in scope and nature to the services described in the solicitation.			10	38	32	36.5	31.5
All contracts which the proposer has performed (past and present) for the City of Coral Gables. The City will review all contracts the Proposer has performed for the City may consider "Proposer's unsatisfactory performance record, judged from the standpoint of conduct of work, workmanship, progress or standards of performance agreed upon in the Contract as substantiated by past or current work with the City".			5	18	16	18	18.5
List with contact information of public sector clients, if any, that have discontinued use of Proposer's service within the past two (2) years and indicate the reasons for the same			5	19	19	19	19
Please identify each incident within the last five (5) years where (a) a civil, criminal, administrative, other similar proceeding was filed or is pending, if such proceeding arises from or is a dispute concerning the Proposer's rights, remedies or duties under a contract for the same or similar type services to be provided under this RFP (See Affidavit D).			5	20	20	20	20
Past Performance and References Total				95	87	93.5	87
Criteria Comments (Comments are required for Criteria totals that fall below the ranking of "Fair")							
Agreement Exceptions		0					
N/A			0	0	0	0	0
N/A			0	0	0	0	0
N/A			0	0	0	0	0
Volume of Work							
		5					
Points shall be awarded to the Proposer for volume of work awarded by the City in the last three (3) years from the due date of this RFQ in accordance with the following table:							
Less than \$250,000		5		0	5	5	5
\$250,000.01 - \$2,000,000		3					
Greater than \$2,000,000		0					
Overall Cost Total				0	20	20	20
TOTAL POINTS		100	480	352.0	346.5	369.5	341.0
Ranking				2	3	1	4

Signature: **Andrea Chung**
Digitally signed by Andrea Chung
Date: 2022.01.27 11:12:05 -0500

Chairperson: **Eduardo Hernandez**
Digitally signed by Eduardo Hernandez
Date: 2022.01.27 11:13:23 -0500

Print Name: **Andrea Chung**
Print Name: **Eduardo Hernandez**

Date: January 27, 2022

27-Jan-22

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