

July 19, 2007

Office of School Facilities
Jaime G. Torrens, Temporary Chief Facilities Officer

SUBJECT: REQUEST FOR AUTHORIZATION TO ISSUE A REQUEST FOR QUALIFICATIONS (RFQ) FOR ONE OR MORE FIRM(S) TO PROVIDE GEOTECHNICAL/CONSTRUCTION MATERIALS TESTING AND ENVIRONMENTAL ASSESSMENT SERVICES

COMMITTEE: FACILITIES AND CONSTRUCTION REFORM

LINK TO STRATEGIC PLAN: IMPROVE CONSTRUCTION SERVICES

Pursuant to School Board Rule 6Gx13-3F-1.021, staff has prepared a Request for Qualifications (RFQ) under separate cover for Board approval of the selection process for one, or more, firm(s) to provide Geotechnical/Construction Materials Testing and Environmental Assessment Services.

Scope of Services

The scope of the Geotechnical/Construction Materials Testing and Environmental Assessment Services under this agreement includes, but is not limited to the following:

Field sampling and testing, laboratory analysis, environmental inspections and investigations, environmental reports, recommendations and other related professional consulting services as requested by the Board.

Selection Procedures

The selection process will be divided into two parts. First, applicants will be evaluated and short-listed on the basis of their related experience, qualifications of staff and references by other clients. The second part will consist of interviewing the short-listed applicants. The final interview score and ranking for each applicant will be determined by dropping the highest and lowest of the five interview scores and taking the average of the remaining three scores. The Department of A/E Selection, Negotiations and Design Management will provide technical support for the initial screening and short-listing process, and will attend, and act as facilitator for, the interviews and final ranking of the applicants.

Selection Committee

The Selection Committee will be composed of the following M-DCPS staff or their designees:

- one representative from the Office of the Superintendent of Schools
- one representative from the Chief Facilities Officer, Office of School Facilities
- one representative from the Office of School Facilities - Construction
- one representative from the Office of School Facilities - Facilities Planning
- one representative from the Office of School Facilities - Maintenance Operations

Representatives from the Division of Business Development and Assistance and the Office of Management Compliance Audits will be invited as non-voting resources.

Proposed Implementation Schedule

- RFQ Authorization by the Board August 1, 2007
- Advertisement August 6 - 20, 2007
- Proposals Due September 10, 2007
- Evaluations September 28, 2007
- Interviews October 8 & 9, 2007
- Negotiations October 22 - 26, 2007
- Commissioning December 19, 2007

Copies of the RFQ will be transmitted to the Board under separate cover and placed on file in the Office of the Board Recording Secretary and the Citizen Information Center.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the Superintendent or his designee to:

- 1) issue a Request for Qualifications (RFQ) for the selection of one or more firm(s) to provide Geotechnical/Construction Materials Testing and Environmental Assessment services; and
- 2) approve the selection procedures and committee that will interview the consultants.

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