

LOI-001037 Committee Meeting July 22, 2014 Minutes

Evaluation Committee for **CEI Services for Wekiva Parkway Project 429-202; LOI-001037**, held a duly noticed meeting on Tuesday, July 22, 2014, commencing at 8:15 a.m. in the Sandpiper Conference Room at the CFX Administrative Bldg., Orlando, Florida.

Committee Members Present:

Corey Quinn, Director of Expressway Operations
Iranetta Dennis, Director of Business Development
Glenn Pressimone, Director of Engineering
Julie Naditz, Manager, Highway Construction Division, Orange County

Other Attendees:

Robert Johnson, Manager of Procurement

Discussion:

Robert explained that today's meeting was to evaluate and shortlist the top firms and commenced the meeting collecting the Evaluation Committee Member Disclosure forms that the committee members reviewed and executed.

General discussion ensued about the project and the LOI submittals. Committee members then tallied up the individual evaluation sheets and passed them in for incorporation onto to the LOI shortlist summary sheet. Evaluation Criteria forms were collected and the ranking scores from all committee members were tallied with the following results:


<u>Firms</u>	<u>Score</u>	<u>Ranking</u>
RK&K	06	1
Jacobs Engineering Group, Inc.	07	2
Metric Engineering, Inc.	11	3
GAI Consultants, Inc.	16	4

It was the consensus of the committee that all respondents be shortlisted. Robert stated that Procurement would notify Proposers of their shortlisting and all will be sent technical packages and invitations.

There being no further business to come before the Committee, the meeting was adjourned at 8:39 a.m. These minutes are considered to be the official minutes of the Evaluation Committee of its meeting held Tuesday, July 22, 2014.

Submitted by: 
Robert Johnson, Manager of Procurement

On behalf of the Evaluation Committee these minutes have been review and approved by:


Corey Quinn, Director of Expressway Operations

CENTRAL FLORIDA EXPRESSWAY AUTHORITY
LETTERS OF INTEREST SHORTLIST SUMMARY

CEI SERVICES FOR WEKIVA PARKWAY; PROJECT NO. 429-202
CONTRACT NO. 001037

CONSULTANT	Iranetta Dennis RANKING	Corey Quinn RANKING	Julie Naditz RANKING	Glenn Pressimone RANKING	TOTAL SCORE	RANKING
RUMMEL, KLEPPER & KAHL, INC.	2	1	2	1	6	1
METRIC ENGINEERING, INC.	3	2	3	3	11	3
GAI CONSULTANTS, INC	4	4	4	4	16	4
JACOBS ENGINEERING GROUP, INC.	1	3	1	2	7	2

EVALUATION COMMITTEE MEMBERS:

Disclosure Form for Evaluation Committee Members

For this purpose, the term “relative” includes the following: father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, stepfather, stepmother, stepson, stepdaughter, stepbrother, stepsister, half brother, or half sister or any person having the same legal residence as the employee.

The term “principal” means anyone who shares in the profits of the entity or whose compensation might vary based on the award or performance of the project.

The term “employed by” includes any receipt of compensation for services.

“May submit a proposal,” means planning to submit, or considering submission. If you don’t know, ask.

Persons serving on a selection committee in a solicitation process should be able to answer all the following questions in the negative. If the answer is affirmative, please explain below:

- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1. Are you, your spouse, child or anyone living in your household currently Employed by any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Are you, or any relative, an officer, director, principal, or project team participant of, any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Do you, or does any relative, own more than 5% of any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Within the preceding 12 months have you, your spouse, child or anyone living in your household been offered employment or future employment or, had any discussion involving future employment with any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 5. Within the preceding 12 months, have you, your spouse, child or anyone living in your household accepted a gift valued at over \$100 from any entity, or a principal of any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 6. Could the award of this contract result in any pecuniary gain to you, any relative, any business associate, or any entity that has employed or retained you within the past 12 months? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 7. Do you know of any reason that would impact your impartiality with respect to this solicitation? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If you answer yes to any of these questions, please explain below

Additional comments - NA -

If the answer to any of the foregoing questions is “yes,” then your participation on the selection committee must be approved by the Executive Director after a review of all relevant facts.

I, Glenn Pessimone hereby certify that I have read and understand the Central Florida Expressway Authority Ethics Policy and I agree to be bound by the applicable laws and policies.

Glenn Pessimone
(Signature)

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The term "employed by" includes any receipt of compensation for services.

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- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1. Are you, your spouse, child or anyone living in your household currently employed by any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Are you, or any relative, an officer, director, principal, or project team participant of, any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Do you, or does any relative, own more than 5% of any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 4. Within the preceding 12 months have you, your spouse, child or anyone living in your household been offered employment or future employment or, had any discussion involving future employment with any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
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If you answer yes to any of these questions, please explain below

Additional comments _____

If the answer to any of the foregoing questions is "yes," then your participation on the selection committee must be approved by the Executive Director after a review of all relevant facts.

I, COREY QUINN, hereby certify that I have read and understand the Central Florida

(Name)
Expressway Authority Ethics Policy and I agree to be bound by the applicable laws and policies.



(Signature)

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- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1. Are you, your spouse, child or anyone living in your household currently employed by any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Are you, or any relative, an officer, director, principal, or project team participant of, any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 3. Do you, or does any relative, own more than 5% of any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
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| 7. Do you know of any reason that would impact your impartiality with respect to this solicitation? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

If you answer yes to any of these questions, please explain below

Additional comments _____

If the answer to any of the foregoing questions is "yes," then your participation on the selection committee must be approved by the Executive Director after a review of all relevant facts.

I, Julie R. Naditz hereby certify that I have read and understand the Central Florida Expressway Authority Ethics Policy and I agree to be bound by the applicable laws and policies.

(Signature)

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| 3. Do you, or does any relative, own more than 5% of any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
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| 7. Do you know of any reason that would impact your impartiality with respect to this solicitation? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

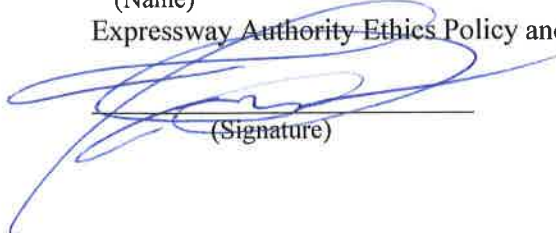
If you answer yes to any of these questions, please explain below

Additional comments _____

If the answer to any of the foregoing questions is "yes," then your participation on the selection committee must be approved by the Executive Director after a review of all relevant facts.

I, Iranetta Dennis, hereby certify that I have read and understand the Central Florida Expressway Authority Ethics Policy and I agree to be bound by the applicable laws and policies.

(Name)



(Signature)