

LOI-001054 Committee Meeting September 15, 2014 Minutes

Evaluation Committee for **Miscellaneous CEI Services; LOI-001054**, held a duly noticed meeting on Monday, September 15, 2014, commencing at 1:00 p.m. in the Sandpiper Conference Room at the OOCEA Administrative Bldg, Orlando, Florida.

Committee Members Present:

Don Budnovich, Resident Engineer
Glenn Pressimone, Director of Engineering
Iranetta Dennis, Director of Business Development
Julie Naditz, Highway Construction Division Manager, Orange County
Ben Dreiling, Director of Construction & Maintenance

Other Attendees:

Robert Johnson, Manager of Procurement

Discussion and Motions:

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 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>
Page One Consultants, Inc.	12	1
Target Engineering Group, Inc.	14	2
URS Corporation	15	3
PI Consultant Services, LLC.	16	4
JBS Engineering Technical Services, Inc.	18	5


It was the consensus of the committee that the top 3 respondents be invited to participate in Interviews. The Committee decided that the interviews would be for 15 minutes with a maximum of 5 individuals from each team present; Project Manager and Contract Administrator being required attendees.

Robert stated that he would set up the interviews in alphabetical order and that the presentations would be held on October 6, 2014, commencing at 9 a.m. Robert stated the shortlist scores would be combined with the interview score since no technical would be evaluated. As determined in the Committee's Project Scope Meeting, interviews would be scored at a maximum 198 points. This represents a 60/40 split (198 max. points for the interview / 132 max. points for the remaining LOI categories, total max. points available is 330).

There being no further business to come before the Committee, the meeting was adjourned at 1:28 p.m. These minutes are considered to be the official minutes of the Evaluation Committee meeting held Monday, September 15, 2014, and no other notes, tapes, etc., taken by anyone takes precedence.

Submitted by: 
Robert Johnson, Manager of Procurement

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


Don Budnovich, Resident Engineer

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

EVALUATION COMMITTEE MEMBER LETTERS OF INTEREST SHORTLIST RANKING
 MISCELLANEOUS CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES

CONTRACT NO. 001054

CONSULTANT	Ben Dreiling RANKING	Don Budinovich RANKING	Iranetta Dennis RANKING	Julie Nacitz RANKING	Glenn Presimone RANKING	TOTAL SCORE	RANKING
URS Corporation	4	4	1	1	5	15	3
Target Engineering Group, Inc.	1	1	3	5	4	14	2
Page One Consultants, Inc.	2	2	2	3	3	12	1
JBS Engineering Technical Services, Inc.	5	5	4	2	2	18	5
PI Consulting Services, LLC.	3	3	5	4	1	16	4

EVALUATION COMMITTEE MEMBERS:






Date: ~~Tuesday~~, September 15, 2014

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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 _____

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, Dan Budnovich, 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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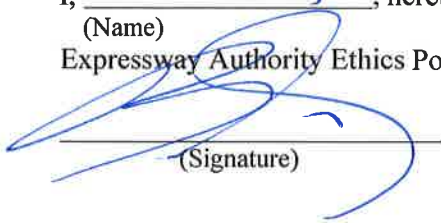
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Additional comments _____

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I, B. Dreiling, 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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If you answer yes to any of these questions, please explain below

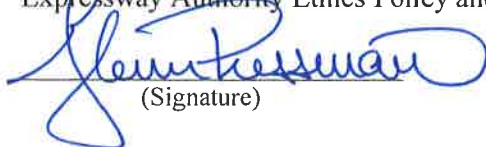
Additional comments _____

-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 Pressimone 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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Additional comments _____

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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.
(Name)

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

Julie R. Naditz
(Signature)

Disclosure Form for Evaluation Committee Members

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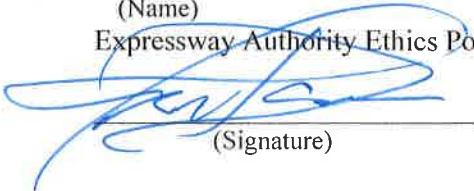
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Additional comments _____

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I, Tranetta J. 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.


(Signature)