

LOI-001055 Committee Meeting October 15, 2014 Minutes

Evaluation Committee for **S.R. 408/I-4 Interchange Corridor Consultant; LOI-001055**, held a duly noticed meeting on Wednesday, October 15, 2014, commencing at 9:30 a.m. in the Sandpiper Conference Room at the CFX Administrative Building, Orlando, Florida.

Committee Members Present:

Joe Berenis, Deputy Executive Director
Don Budnovich, Resident Engineer
Glenn Pressimone, Director of Engineering
Iranetta Dennis, Director of Business Development
Julie Naditz, Highway Construction Division Manager, Orange County

Other Attendees:

Claude Miller, Director of Procurement

Discussion and Motions:

Claude called the meeting to order and explained that its purpose was to shortlist firms for S.R. 408/I-4 Interchange Corridor Consultant contract. Since there would be no technical proposals submitted for this project, this committee will also hear oral presentations currently scheduled for October 27. Scores recorded today will be carried over and added to the scores for the orals to determine the final ranking of the firms for presentation to the Board.

Joe Berenis stated that he might not be available on the 27th due to a subpoena from the State Attorney's office. Claude advised the committee that it could proceed with the oral presentations if Joe was absent.

A Disclosure Form for Evaluation Committee Members was collected from each member and verified that no conflict of interest existed.

General discussion took place among the members concerning various observations related to each of the letters of interest.

Claude then directed the members to complete and submit their score sheets for the firms. He entered the scores on the shortlist ranking sheet and totaled the scores which were as follows:

<u>Firms</u>	<u>Score</u>	<u>Ranking</u>
Dewberry/BSA	545	1
CH2MHill	529	2
URS Corporation	529	3
Stantec	506	4
Moffat & Nichol	427	5

It was the consensus of the committee that the top 3 respondents be invited to give an oral presentation.

The committee made the following decisions regarding the oral presentations:

1. Ten minutes for the presentation and 15 minutes for questions.
2. No Power Point; limit of two presentation boards.
3. No more than 5 representatives from each firm with the Project Manager being the primary presenter and other key personnel as determined by the firm.
4. The presentation shall address the firm's understanding of the project requirements, its approach to the providing the required services, and its team.

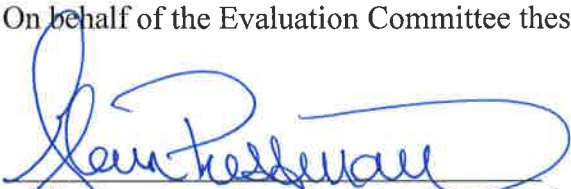
The Authority will provide each firm with a cd of the FDOT contract with the concessionaire.

The Procurement Department will notify the shortlisted firms regarding the date and times of the oral presentations, advise them of the presentation requirements, and provide the cd.

There being no further business to come before the Committee, the meeting was adjourned at 10:15 a.m. These minutes are considered to be the official minutes of the Evaluation Committee meeting held Wednesday, October 15, 2014, and take precedence over any other notes, tapes, etc., that may have been made.

Submitted by: 
 Claude Miller, Director of Procurement

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


 Glenn Pressimone, Director of Engineering

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

EVALUATION COMMITTEE MEMBER LETTERS OF INTEREST SHORTLIST RANKING

S.R. 408/I-4 INTERCHANGE CORRIDOR CONSULTANT

CONTRACT NO. 001055

CONSULTANT	Don Budnovich Score	Joe Berenis Score	Iranetta Dennis Score	Julie Naditz Score	Glenn Presimone Score	TOTAL SCORE	RANKING
CH2MHill	115	113	83	99	119	529	2
Moffatt & Nichol	103	95	69	85	75	427	5
URS Corp.	114	118	80	104	113	529	2
Stantec	105	100	101	95	105	506	4
Dewberry	111	113	107	101	113	545	1

EVALUATION COMMITTEE MEMBERS:






Date: Wednesday, October 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, J A Berenis, 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.

J A Berenis
(Signature)

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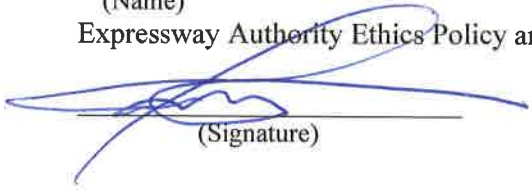
If you answer yes to any of these questions, please explain below

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

Additional comments _____

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I, Don Budnowitz, 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]
(Signature)

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Additional comments _____

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I, Julie Naditz, 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.

Julie K. Naditz
 (Signature)