

LOI-001065 Committee Meeting November 18, 2014 Minutes

Evaluation Committee for **Design Services for S.R. 408 Widening Good Homes Road to Hiawasse Road Consultant Services; LOI-001065**, held a duly noticed meeting on Tuesday, November 18, 2014, commencing at 1:00 p.m. in the Sandpiper Conference Room at the OOCEA Administrative Bldg, Orlando, Florida.

Committee Members Present:

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

Other Attendees:

Robert Johnson, Manager of Procurement

Committee Members Absent:

Don Budnovich, Resident Engineer

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. Additionally, Robert informed the Committee members that Don would not be in attendance but had forwarded his scores to be tallied in with the others.

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>
TLP Engineering Consultants, Inc.	05	1
DRMP	11	2
Parsons Brinckerhoff	12	3
Wantman Group, Inc.	15	4
Dewberry	20	5
EAC Consulting, Inc.	21	6
STV, Inc.	26	7
Moffatt & Nichol	30	8


It was the consensus of the committee that the top 4 respondents be invited to submit technical proposals and participate in presentations.

Robert stated that he would set up the presentations in alphabetical order and that the presentations would be held on December 12, 2014, commencing at 1 p.m.

There being no further business to come before the Committee, the meeting was adjourned at 1:54 p.m. These minutes are considered to be the official minutes of the Evaluation Committee meeting held Tuesday, November 18, 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:


Corey Quinn, Director of Expressway Operations

CENTRAL FLORIDA EXPRESSWAY AUTHORITY

EVALUATION COMMITTEE MEMBER LETTERS OF INTEREST SHORTLIST RANKING

DESIGN CONSULTANT SERVICES FOR S.R. 408 WIDENING FROM GOOD HOMES ROAD TO HIAWASSEE ROAD

CONTRACT NO. 001065

CONSULTANT	Don Budhovich Score	Corey Quinn Score	Iranetta Dennis Score	Julie Naditz Score	TOTAL SCORE	RANKING
DRMP	3	2	5	1	11	2
Moffatt & Nichol	8	8	8	6	30	8
Parsons Brinckerhoff	4	3	1	4	12	3
TLP Engineering Consultants, Inc.	1	1	2	1	5	1
Dewberry	7	4	4	5	20	5
EAC Consulting	5	6	2	8	21	6
STV, Inc.	6	7	7	6	26	7
Wantman Group, In.c	1	5	6	3	15	4

EVALUATION COMMITTEE MEMBERS:




Date: Tuesday, November 18, 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, 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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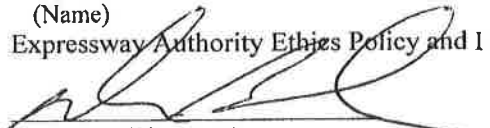
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If you answer yes to any of these questions, please explain below
 Additional comments _____

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I, Don B. Arnold, 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)

Disclosure Form for Evaluation Committee Members

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

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 Nady
(Signature)

Disclosure Form for Evaluation Committee Members

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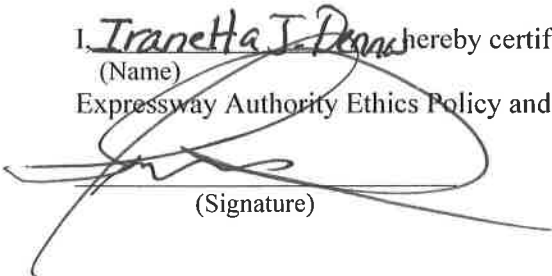
- | | Yes | No |
|---|--------------------------|-------------------------------------|
| 1. Are you, your spouse, child or anyone living in your household currently Employed by any entity that may submit a proposal? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Are you, or 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"/> |
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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 J. Deane 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)