Evaluation Committee for Public Information Services; RFP-001298, held a duly noticed meeting on Wednesday, September 27, 2017, commencing at 10:00 a.m. in the Sandpiper Conference Room at the CFX Administrative Bldg., Orlando, Florida.

Committee Members:
Angela Melton, Manager of Communications
Iranetta Dennis, Director of Supplier Diversity
Brian Hutchings, Sr. Communications Specialist
Michele Maikisch - Advisor

Committee Member Absent
Don Budnovich, Director of Maintenance

Other Attendees:
Aneth Williams, Director of Procurement
Emily Brown, CFX
Kelli Biandudi, CFX
Christie Seabury, CFX
Mary Brooks, QCA
Mike Wacht, Global-5
Mike Hamill, Global-5

Discussion and Motions:
Aneth commenced the meeting with introductions, collection of the committee member disclosure forms, and explaining the RFP process and the purpose of today’s meeting was to evaluate and shortlist the submittals for Public Information Services.

Proposal Evaluation Portion:
Aneth stated the meeting is open to the public in accordance with Florida Statute. The committee members were given the opportunity to discuss the technical proposals prior to submitting their evaluation forms.

General Discussion ensued about Public Information Services and the role they play. The committee members submitted their evaluations for tallying. The score sheets were tallied utilizing the raw scores assigned by each committee member for each Proposal received. Attached are the summary results of the individual committee member scores.

The Committee members unanimously agreed to shortlist and invite all three (3) Proposers for Oral Presentation and interview on October 11, 2017. Aneth stated that Procurement would notify Proposers of the invitation and that they would be invited alphabetically. The oral presentation will be thirty minutes in length followed by up to fifteen minutes of questions by the Committee, commencing at 9:00 a.m. on October 11, 2017, in the Pelican Conference Room.

They’re being no other business to come before the Committee; the meeting was adjourned at 10:35a.m.

These minutes are considered to be the official minutes of the Technical Review Committee meeting held Wednesday, September 27, 2017, and no other notes, tapes, etc., taken by anyone takes precedence.

Submitted by: [Signature]

Approved by: [Signature]
## EVALUATION COMMITTEE MEMBER FINAL SUMMARY RANKING

**PUBLIC INFORMATION SERVICES**

**CONTRACT NO. 001298**

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<thead>
<tr>
<th>CONSULTANT</th>
<th>Angela Melton Score</th>
<th>Brian Hutchings Score</th>
<th>Iravetta Dennis Score</th>
<th>Don Budnovich Score</th>
<th>TOTAL SCORE</th>
<th>RANKING</th>
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<td>Global-5</td>
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<td>The Valerin Group, Inc.</td>
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<td>Quest Corporation of America, Inc.</td>
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**EVALUATION COMMITTEE MEMBERS:**

Date: Wednesday, September 27, 2017

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"Gift" has the same meaning as Section 112.312(12), Florida Statutes, as supplemented by the Central Florida Expressway Authority Code of Ethics. "Gift" means that which is accepted by a donee or by another on the donee's behalf, or that which is paid or given to another for or on behalf of a donee, directly, indirectly or in trust for the donee's benefit or by any other means for which equal or greater consideration is not given within 90 days, including, but not limited to:

1. Real property.
2. The use of real property.
3. Tangible or intangible personal property.
4. The use of tangible or intangible personal property.
5. A preferential rate or terms on a debt, loan, goods or services, which rate is below the customary rate and is not either a government rate available to all other similarly situated government employees or officials or a rate which is not available to similarly situated members of the public by virtue of occupation, affiliation, age, religion, sex or national origin.
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14. Any other similar service or thing having an attributable value not already provided for in this section.

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2. Contributions or expenditures reported pursuant to Chapter 106, Florida Statutes, campaign related personal services provided without compensation by individuals volunteering their time, or any other contribution or expenditure by a political party.
3. An Honorarium or an expense related to an Honorarium Event paid to a person or the person's spouse.
4. An award, plaque, certificate or similar personalized item given in recognition of the donee's public, civic, charitable or professional service.
5. An honorary membership in a service or a fraternal organization presented merely as a courtesy by such organization.
6. The use of a public facility or public property made available by a governmental agency for a public purpose.
7. Transportation provided to a public officer or employee by an agency in relation to officially approved governmental business.
8. Gifts provided directly or indirectly by a state, regional or national organization which promotes the exchange of ideas between, or the professional development of, government officials or employees, and whose membership is primarily composed of elected or appointed public officials or staff, to members of that organization or officials or staff of a governmental agency that is a member of that organization.

"Material interest" has the same meaning as Section 112.312(15), Florida Statutes, and means direct or indirect ownership of more than 5 percent of the total assets, partnership interests or capital stock of any business entity. Indirect ownership does not include ownership by a spouse or minor child.

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Disclosure Form for Evaluation Committee Members

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:

1. Are you, your spouse, child currently employed by any entity that has submitted a proposal (§ 112.313(3), (7) Fla. Stat.; EC 6-3.016)?
   - Yes ☐ No ☑

2. Are you, your spouse, child, or any combination of them, an officer, director, principal, or project team participant of, any entity that has submitted a proposal (§ 112.313(3); EC 6-3.016)?
   - Yes ☐ No ☑

3. Do you, your spouse, child, or any combination of them, have a material interest in any entity that has submitted a proposal (§112.313(3); EC 6-3.016))?
   - Yes ☐ No ☑

4. Within the preceding 12 months have you, your spouse, or minor child been offered employment or future employment or, had any discussion involving future employment with any entity that has submitted a proposal (§112.313(4))?
   - Yes ☐ No ☑

5. Within the preceding 12 months, have you, your spouse, or minor child household accepted a gift from any entity, or a principal of any entity that has submitted a proposal that was given to influence a vote or other action (§112.313(4))?
   - Yes ☐ No ☑

6. Have you solicited or accepted anything of value, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the services being rendered by you for CFX would be influenced or impact thereby? (§112.313(2))
   - Yes ☐ No ☑

7. Have you or your spouse or minor child accepted any compensation, payment, or thing of value when you knew, or, with the exercise of reasonable care, should know, that it was given to influence your judgment or the services being rendered by you for CFX? (§112.313(4))
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8. Do you have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of, or is doing business with, CFX, that will create a continuing or frequently recurring conflict between your private interests and the performance of your public duties or that would impede the full and faithful discharge of your public duties, subject to the exemptions set forth in Section 112.313 (12), & (15), Florida Statutes. (§112.313(7))
   - Yes ☐ No ☑

9. Do you have any relationship which affords a current or future financial benefit to you or to a relative or business associate of you and which a reasonable person would conclude has the potential to create a prohibited conflict of interest (§348.753(8); EC 6-3.011)?
   - Yes ☐ No ☑

10. Do you have a relative who is a registered lobbyist (§348.753(8); EC 6-3.012)?
    - Yes ☐ No ☑

11. Do you or any relative, principal, client, or business associate of you have any interest in real property located within, or within a one-half mile radius of, any actual or prospective CFX roadway project (§348.753(8); EC 6-3.013)?
    - Yes ☐ No ☑

12. Do you know of any reason that would impact your impartiality with respect to this solicitation?
    - Yes ☐ No ☑
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 Ethics Officer after a review of all relevant facts.

I, Angela Melton, 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)  

9/27/17  
(Date)
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Rev. 1 3/20/2015
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I, **Iranetta 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]

(Date)
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11. Do you or any relative, principal, client, or business associate of you have any interest in real property located within, or within a one-half mile radius of, any actual or prospective CFX roadway project (§348.753(8); EC 6-3.013)?

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I, ____________________________, 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)

9/25/17
(Date)