

**RFP-001298 Committee Meeting October 11, 2017 Minutes**

Evaluation Committee for **Public Information Services; RFP-001298**, held a duly noticed meeting on Wednesday, October 11, 2017, commencing at 9:20 a.m. in the Pelican 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

**Other Attendees:**

Aneth Williams, CFX Director of Procurement

**Discussion and Motions:**

Aneth commenced the meeting with introductions, and explained that today's meeting was to conduct oral presentations and interviews of the proposers, open the price proposals, finalize the evaluation, and make a recommendation to be presented to the Board.

**Interviews:**

Aneth commenced each interview with an outline of the interview process. For the record it was stated the interview portion of the meeting is closed to the public and is being recorded in accordance with Florida Statute.

Global-5, Inc.	9:00 – 09:45 a.m.
The Valerin Group, Inc.	09:55 – 10:40 a.m.
Quest Corporation of America, Inc.	10:50 – 11:35 a.m.

Upon completion of the last interview the recorder was stopped and the meeting was considered no longer closed to the public.

**Evaluation Portion:**

The committee members individually scored the interviews and submitted them to for tallying. Aneth tallied the score sheets utilizing the raw scores assigned by each committee member and averaged the raw scores for each Proposal received. Below are the results:

<u>Proposer</u>	<u>Total Raw Points</u>	<u>Average Points</u>
Global-5, Inc.	201	67.00
The Valerin Group, Inc.	194	64.67
Quest Corporation of America, Inc.	251	83.67

**Pricing**

Upon completion of the evaluation of the technical portion, Aneth opened the pricing proposals and scored the pricing proposals in accordance with the RFP requirements.

**Option 1**

<u>Proposer</u>	<u>Total Price</u>	<u>Points</u>
Global-5, Inc.	\$1,324,869.04	4.93
The Valerin Group, Inc.	\$1,378,932.48	4.73
Quest Corporation of America, Inc.	\$1,305,752.36	5.00

**Option 2**

<u>Proposer</u>	<u>Total Price</u>	<u>Points</u>
Global-5, Inc.	\$1,324,869.04	5.00
The Valerin Group, Inc.	\$1,404,890.88	4.72
Quest Corporation of America, Inc.	\$1,381,318.76	4.80

**Total Points and Rankings**

**Option 1**

<u>Proposer</u>	<u>Tech. Points</u>	<u>Pricing Points</u>	<u>Total Points</u>	<u>Ranking</u>
Quest Corporation of America, Inc.	83.67	5.00	88.67	1
Global-5, Inc.	67.00	4.93	71.93	2
The Valerin Group, Inc.	64.67	4.73	69.40	3

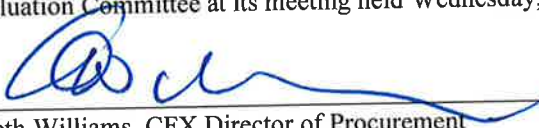
**Option 2**

<u>Proposer</u>	<u>Tech. Points</u>	<u>Pricing Points</u>	<u>Total Points</u>	<u>Ranking</u>
Quest Corporation of America, Inc.	83.67	4.60	88.46	1
Global-5, Inc.	67.00	5.00	72.00	2
The Valerin Group, Inc.	64.67	4.72	69.38	3

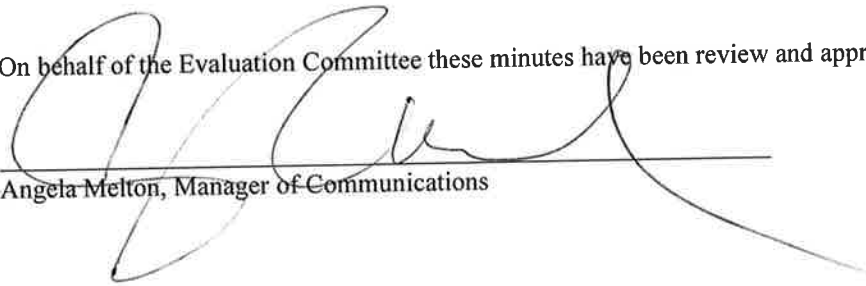
The Committee members agreed that they would accept Option 1 and the highest ranked firm would be recommended to the Board for award.

There being no further business to come before the Committee, the meeting was adjourned at 1:04 p.m. These minutes are considered to be the official minutes of the interview, opening of the Price Proposals and final evaluation by the Evaluation Committee at its meeting held Wednesday, October 11, 2017.

Submitted by:

  
Aneth Williams, CFX Director of Procurement

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

  
Angela Melton, Manager of Communications

**CENTRAL FLORIDA EXPRESSWAY AUTHORITY**

**TECHNICAL AND PRICE PROPOSAL SCORING SUMMARY**

**PUBLIC INFORMATION SERVICES; Contract No. 001298**

EVALUATOR	Global-5, Inc.		The Valerin Group, Inc.		Quest Corporation of America, Inc.		TECHNICAL	PRICE	
	TECHNICAL	PRICE	TECHNICAL	PRICE	TECHNICAL	PRICE			
Angela Melton	63		63		85				
Brian Hutchings	71		62		82				
Iranetta Dennis	67		69		84				
Don Budnovich									
<b>TOTAL</b>	<b>201</b>		<b>194</b>		<b>251</b>		<b>0</b>		
<b>AVG. TECH. POINTS</b>	<b>67.00</b>		<b>64.67</b>		<b>83.67</b>		<b>#DIV/0!</b>		

**Option 1**

PRICE PROPOSAL SUMMARY

PROPOSER	PROPOSAL AMOUNT	POINT VALUE
Global-5, Inc.	\$1,324,869.04	4.93
The Valerin Group, Inc.	\$1,378,932.48	4.73
Quest Corporation of America, Inc.	\$1,305,752.36	5.00

POINT TOTALS AND FINAL RANKING

PROPOSER	TECHNICAL POINTS	PRICE POINTS	TOTAL POINTS	FINAL RANKING
Global-5, Inc.	67.00	4.93	71.93	2
The Valerin Group, Inc.	64.67	4.73	69.40	3
Quest Corporation of America, Inc.	83.67	5.00	88.67	1

**Option 2**

PRICE PROPOSAL SUMMARY

PROPOSER	PROPOSAL AMOUNT	POINT VALUE
Global-5, Inc.	\$1,324,869.04	5.00
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Quest Corporation of America, Inc.	\$1,381,318.76	4.80

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Global-5, Inc.	67.00	5.00	72.00	2
The Valerin Group, Inc.	64.67	4.72	69.38	3
Quest Corporation of America, Inc.	83.67	4.80	88.46	1

Committee Members:



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