

LOI-001675 Evaluation Committee Meeting (Shortlist) April 24, 2020 Minutes

The Evaluation Committee for **Hiawassee Mainline Photovoltaic Design/Build Services; Project 408-422, LOI-001675**, held a duly noticed meeting on Friday, April 24, 2020, commencing at 10:00 a.m. via teleconference.

Evaluation Committee Members Present:

Bryan Homayouni, Manager of Toll Operations
Julie Naditz, Orange County Representative
Don Budnovich, Director of Maintenance
Iranetta Dennis, Director of Supplier Diversity
Dana Chester, Manager of Engineering

Other Attendees:

Aneth Williams, Director of Procurement, CFX
Brad Osterhaus, Senior Procurement/QC Administrator, CFX

Discussion and Motions:

Aneth explained that the purpose of the meeting was to discuss the two LOIs received from Advanced Roofing, Inc. and Traffic Control Devices, Inc. and decide on the next step in the solicitation process. The Committee did not unanimously agree to shortlist the two firms based on the factor that one of the firms did not provide sufficient information for the Committee members to shortlist the firm.

The Committee discussed the qualifications required for the project and the decision was made to re-advertise the project. The new Notice to the Design Builder will indicate that (1) all plans prepared shall be Signed and Sealed by a Professional Engineer (PE) licensed in the State of Florida (2) the DB firm's Letter of Interest shall include the license(s) of the Professional Engineer(s) registered in the State of Florida, who will undertake the design and drawing of the permanent work. Additionally, the Evaluation Committee agreed that FDOT prequalifications would not be required for this work.

There being no further business to come before the Committee, the meeting was adjourned at 10:45 a.m. These minutes are considered to be the official minutes of the Evaluation Committee meeting held Friday, April 24, 2020, and no other notes, tapes, etc., taken by anyone takes precedence.

Submitted by:


Aneth Williams, Director of Procurement

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


Bryan Homayouni, Manager of Toll Operations