

**RFP-000931 Committee Meeting April 23, 2013 Minutes**

Evaluation Committee for **Internal Auditing Services; Contract No. 000931**, held a duly noticed meeting on Tuesday, April 23, 2013, commencing at 1:35 P.M. in the Pelican Conference Room at the OOCEA Administrative Bldg, Orlando, Florida.

**Committee Members Present:**

Laura Kelley, Deputy Executive Director of Administration  
Nita Crowder, Chief Financial Officer  
Eric Gassman, Orange County

**Other Attendees:**

Robert Johnson, Manager of Procurement

**Interviews:**

Robert informed the committee that Joe Passiatore is still ill and was being excused from further committee duties and that his scores would not be utilized. Robert commenced each of interviews with an outline of the interview process. Robert stated the interview portion of the meeting is closed to the public and is being recorded in accordance with Florida Statute.

KPMG, LLP	1:40 p.m. – 2:10 p.m.
McGladrey, LLP	2:18 p.m. – 2:42 p.m.
Protiviti, Inc.	2:49 p.m. – 3:17 p.m.

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

**Evaluation Portion:**

**Technical**

At 3:22 P.M., the committee members individually scored the interviews and submitted them to Robert for tallying. Robert Johnson tallied the score sheets utilizing the raw scores assigned by each committee member and averaged the raw scores for each Proposal received. Attached are the individual score results.


**Pricing, Total Points and Rankings**

Upon completion of the evaluation of the technical portion, Robert opened the pricing proposals and scored the pricing proposals in accordance with the RFP requirements. See attached final summary sheet for pricing, total points and ranking results.

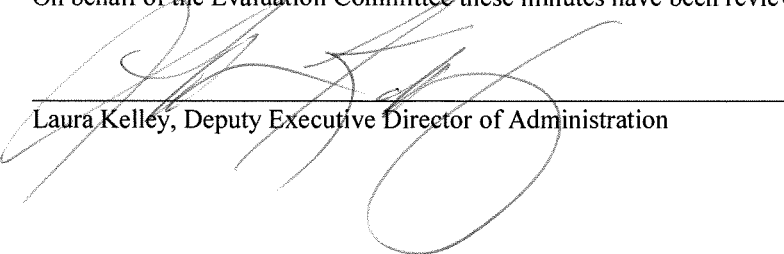
The Committee recommends the Audit Committee Board approve ranking and recommend award of the Agreement to the top ranked Proposer Protiviti, Inc.. If the top ranked firm is unable to execute an Agreement the recommendation of award will be in ranked order until an Agreement is executed.

There being no further business to come before the Committee, the meeting was adjourned at 3:37 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 Tuesday, April 23, 2013.

Submitted by:

  
\_\_\_\_\_  
Robert Johnson, Manager of Procurement

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

  
\_\_\_\_\_  
Laura Kelley, Deputy Executive Director of Administration

ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY

TECHNICAL AND PRICE PROPOSAL INDIVIDUAL SCORING

Internal Auditor Services, Contract No. 000931

KPMG, LLC	L. Kelley	N. Crowder	Eric Gassman
Understanding and Approach (25 points max.)	22	25	25
Experience of Firm and Ability of Staff (25 points max.)	25	25	25
Organization and Management (20 points max.)	20	20	20
Interview (20 points max.)	20	20	18
Total (Not to exceed 90)	87	90	88

Protiviti, Inc.	L. Kelley	N. Crowder	Eric Gassman
Understanding and Approach (25 points max.)	25	25	25
Experience of Firm and Ability of Staff (25 points max.)	25	25	23
Organization and Management (20 points max.)	20	20	20
Interview (20 points max.)	20	15	20
Total (Not to exceed 90)	90	85	88

McGladrey, LLP	L. Kelley	N. Crowder	Eric Gassman
Understanding and Approach (25 points max.)	23	25	20
Experience of Firm and Ability of Staff (25 points max.)	20	25	25
Organization and Management (20 points max.)	18	20	20
Interview (20 points max.)	20	15	15
Total (Not to exceed 90)	81	85	80

Committee Members:

 4/23/2013  
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ORLANDO-ORANGE COUNTY EXPRESSWAY AUTHORITY  
 TECHNICAL AND PRICE PROPOSAL SCORING SUMMARY  
 Internal Auditor Services, Contract No. 000931

EVALUATOR	KPMG, LLC		Prodivil, Inc.		McGladrey, LLP		TECHNICAL	PRICE
	TECHNICAL	PRICE	TECHNICAL	PRICE	TECHNICAL	PRICE		
Laura Kelley	87		90		81			
Nita Crowder	90		85		85			
Eric Gasman	88		88		80			
TOTAL	265		263		246			
AVG. TECH POINTS	88.33		87.67		82.00			

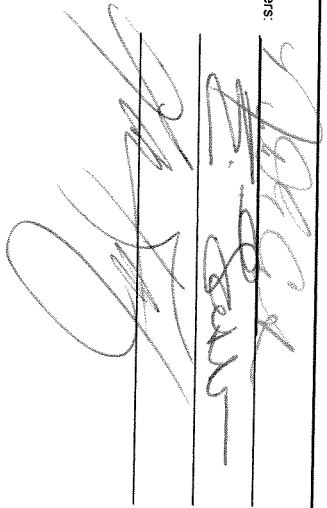
PRICE PROPOSAL SUMMARY

PROPOSER	PROPOSAL AMOUNT	POINT VALUE
KPMG, LLC	\$870,000.00	8.40
Prodivil, Inc.	\$730,500.00	10.00
McGladrey, LLP	\$903,500.00	8.09
	\$	

POINT TOTALS AND FINAL RANKING

PROPOSER	TECHNICAL POINTS	PRICE POINTS	TOTAL POINTS	FINAL RANKING
KPMG, LLC	88.33	8.40	96.73	2
Prodivil, Inc.	87.67	10.00	97.67	1
McGladrey, LLP	82.00	8.09	90.09	3

Committee Members:



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# Sign-In Sheet

Interviews - McGladrey, LLP

Project Title: Internal Audit Services

RFP: 000931

Contract #000931

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Date: April 23, 2013

Time: 2:10 pm - 2:40 pm

COMPANY NAME	REPRESENTATIVE	CONTACT #	FAX #	EMAIL ADDRESS
McGladrey	Rob Broline	407.474.0064	407-895-1335	rob.broline@mcgladrey.com
McGladrey	Jennifer Murtha	407 898-2727	407-895-1335	jennifer.murtha@mcgladrey.com
McGladrey	Clara Essing	407 898 2727	407 895 1335	clara.essing@mcgladrey.com
McGladrey	Hilary Marx	407.581.3537	407.581.4547	Hilary.Marx@mcgladrey.com
McGladrey	Alexandra Lorie	305 742 2117		alexandra.lorie@mcgladrey.com
McGladrey	Jill Reyes	407 898 2727	407 895 1335	jill.reyes@mcgladrey.com
"	Forrest Stone	"	"	forrest.stone@mcgladrey.com
"	Mary Goldsmith	404-553-5211	"	mary.goldsmith@mcgladrey.com
"	Pat Hagen			Pat.Hagen@mcgladrey.com

