

2nd ADVISORY COMMITTEE MEETING MINUTES RQS14-0324 Request for Qualification Statements for Construction Engineering and Inspection Professional Services for Road and Drainage Improvements Sligh Boulevard and Columbia Street October 2, 2014 – 9 a.m. Agenda and Tarpon Conference Rooms City Hall, 400 S. Orange Ave., Orlando, FL

The purpose of the subject meeting was to hold discussions and hear presentations from shortlisted firms and then review, score, and rank each of those firms.

Committee Members Present:

Frank Consoli, Traffic Operations Engineer (Chair) John Rhoades, Economic Development Department Jeremy Crowe, Civil Engineer IV, Public Works Department Howard Elkin, Streets and Stormwater, Assistant Division Manager Byron Raysor, Compliance Investigator III, MWBE Office

Other City Personnel Present:

Roger Cooper, Contract Administrator (Facilitator) Silvia Coste, Purchasing Agent II Maureen Bowman, Purchasing Agent II

Members of the Gerneral Public Present:

None

City staff introduced themselves and signed the attendance roster. The meeting was publicly posted for more than 48 hours in advance, and there was a quorum present.

Presentation Schedule of Shortlisted Firms:

Time Date		Company Name	Meeting Room	Floor
9:00 9:30 a.m. 10/2/14		Mehta and Associates, Inc.	Agenda Conference Room	
9:40 10:10 a.m.	10/2/14	Page One Consultants, Inc.	Tarpon Conference Room	4th
10:20 10:50 a.m.	10/2/14	Target Engineering Group, Inc.	Agenda Conference Room	2nd

After presentations, the Facilitator handed out the pre-determined scores for the Volume of Previous Work Awarded to Each Respondent (Shortlist Category E).

Committee Members were advised that Qualification Statements must be independently scored by each Member; that Committee Members should not indicate what score he/she gives to a particular firm; and that Committee Members must not attempt to influence other Committee Members in their scoring.

Committee members held discussions and individually scored and conducted rankings for each shortlisted firm according to the criteria outlined in the Request for Qualification Statements and clarified during presentations.

The results are as follows:

- 1. Target Engineering Group, Inc.
- 2. Mehta and Associates, Inc.
- 3. Page One Consultants, Inc.

A motion was made by John Rhoades, and seconded by Howard Elkin, to accept the rankings and to recommend to City Council for City staff to commence negotiations for a contract with the top ranked firm in ranked order until successful. There were no members of the general public present. The motion carried unanimously.

A motion was made by Byron Raysor, and seconded by Jeremy Crowe, to adjourn at 11:34 a.m. The motion carried unanimously.

These minutes are considered to be the official minutes of the RQS14-0324 Advisory Committee Meeting held on October 2, 2014, and no other notes, tapes, or other recordings taken by anyone takes precedence.

Submitted by:

Roger Copper, CPPO, C.P.M. (Facilitator) Contract Administrator

Reviewed by:

Reviewed and Accepted by: 06 - 19 10-

Teddi McCorkle, CPPB, C.P.M. Sr. Contract Administrator Frank Consoli (Chair) Traffic Operations Engineer Public Works Department

Attachments: List of Predetermined Scores Spreadsheet of Individual and Consolidated Rankings Individual Scores and Rankings

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Consultant Name	Prior Dollars Score (E)
Mehta and Associates, Inc.	5
Page One Consultants, Inc.	5
Target Engineering Group, Inc.	5

COMMITTEE MEMBERS:

Frank Consoli	John	Jeremy	Howard	Byron Raysor
Frank Consoli	Rhoades	Crowe	Elkin	Byron Rayson

CONSOLIDATED RANKING:

	Frank Consoli	John Rhoades	Jeremy Crowe	Howard Elkin	Byron Raysor	Total	Ranking
Mehta and Associates, Inc.	3	2	1	3	1	10	2
Page One Consultants, Inc.	2	3	1	2	3	11	3
Target Engineering Group, Inc.	1	1	3	1	2	8	1

INDIVIDUAL SCORING AND RANKING:

NO.	POSSIBLE POINTS	Mehta and Associates, Inc.	Page One Consultants, Inc.	Target Engineering Group, Inc.	
А	30	26	28	27	
В	20	18	18	19	
С	25	23	23	23	
D	10	9	9	9	
Е	5	5	5	5	
F	10	8	7	9	
TOTAL POINT VALUE	100	89	90	92	
Frank Consoli		3	2	1	
Rankir	ng	5	2	1	

NO.	POSSIBLE POINTS	Mehta and Associates, Inc.	Page One Consultants, Inc.	Target Engineering Group, Inc.	
А	30	30	29	30	
В	20	19	19	20	
С	25	23	22	21	
D	10	10	9	10	
Е	5	5	5	5	
F	10	8	7	10	
TOTAL POINT VALUE	100	95	91	96	
John Rhoades		2	3	1	
Ranking		4	3	1	

NO.	POSSIBLE POINTS	Mehta and Associates, Inc.	Page One Consultants, Inc.	Target Engineering Group, Inc.
А	30	28	29	27

В	20	18	19	16
С	25	20	20	20
D	10	7	6	8
Е	5	5	5	5
F	10	8	7	8
TOTAL POINT VALUE	100	86	86	84
Jeremy Crowe		1	1	3
Ranking		1	1	3

NO.	POSSIBLE POINTS	Mehta and Associates, Inc.	Page One Consultants, Inc.	Target Engineering Group, Inc.	
А	30	27	29	28	
В	20	19	19	19	
С	25	23	24	24	
D	10	10	10	10	
Е	5	5	5	5	
F	10	9	7	9	
TOTAL POINT VALUE	100	93	94	95	
Howard Elkin		3	2	1	
Ranking		3	2		

NO.	POSSIBLE POINTS	Mehta and Associates, Inc.	Page One Consultants, Inc.	Target Engineering Group, Inc.	
А	30	30	30	30	
В	20	20	20	20	
С	25	25	25	25	
D	10	10	10	10	
Е	5	5	5	5	
F	10	9	7	8	
TOTAL POINT VALUE	100	99	97	98	
Byron Raysor		1	3	2	
Ranking		1	3		

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee	Member: TR	ANK	A. CONSOLI	October 2 , 2014		
Firm Name: _	MEHTA	AND	ASSOCIATES		Mon	Inc
Ranked:	3				U.	1.00

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	26
B. The experience and qualifications of the sub- consultants.	20	(8)
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	89

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee	Member: FR	ANK	A. CONSOLI	October 2 , 2014		
Firm Name: _	PAGE	ONE	CONSULTANTS	(D)	M	1n1
Ranked:	2				Or	ync

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The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub- consultants.	20	18
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	90

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Me	mber: FRANK	A. CONSOLI	_ October 2 , 2014	you	IMI
Firm Name:	TEG			_	
Ranked:					

RQS14-0324

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	27
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	92

EVALUATION CRITERIA FOR FINAL RANKING

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RQS14-0324

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee	Member: Jut 1/ 1/1m	A	October 2 , 2014
Firm Name: _	MEHTA		
Ranked:	2		

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	95

EVALUATION CRITERIA FOR FINAL RANKING

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RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member: Joh / Mach	October 2 , 2014
Firm Name: PAGE ONE	
Ranked: 3	*

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	29
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	22
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	9
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	91

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Construction Engineering and Inspection Professional Services for Road and Drainage Improvements Sligh Boulevard and Columbia Street

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member:

October 2, 2014

Ranked:

Firm Name:

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub- consultants.	20	20
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	21
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	10
TOTAL SCORE	100	96

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member: Jeremy Crowe	October 2 , 2014	
Firm Name: Mehta and Assoc. Inc.	IML	ED
Ranked:1		

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub- consultants.	20	18
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	20
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	7
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	86

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EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member	: Jer	remy Crowe		October 2 , 2014	
Firm Name: <u>Page</u>	One	Consultants	Inc.		BA
Ranked:	1				

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	29
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	20
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	6
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	86

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EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee	Member: Je	eremy Crow	0/	October 2 , 2014	
Firm Name: _	Target	Engineering	Group Inc.		fo)
Ranked:	3			10	

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	27
B. The experience and qualifications of the sub- consultants.	20	16
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	20
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	8
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	84

EVALUATION CRITERIA FOR FINAL RANKING

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RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member	HOWARD	ELRIN	October 2 , 2014
Firm Name:	MEHTA		
Ranked:	3		

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	27
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	23
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	93

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Construction Engineering and Inspection Professional Services for Road and Drainage Improvements Sligh Boulevard and Columbia Street

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member	HOWARD ELKIN	October 2 , 2014
Firm Name:	PAGEONE	
Ranked:	2	

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	. 30	29
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	2.4
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	94

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Construction Engineering and Inspection Professional Services for Road and Drainage Improvements Sligh Boulevard and Columbia Street

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee M	ember:	HOWARD	ELKIN	_ October 2 , 2014
Firm Name:	TEL	r		
Ranked:	1			

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub- consultants.	20	19
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	24
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	95

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Construction Engineering and Inspection Professional Services for Road and Drainage Improvements Sligh Boulevard and Columbia Street

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee I	Member:_	Byron	Raysur	October 2 , 2014
Firm Name:	Mehta	and	Associates. The	

Ranked:

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub- consultants.	20	20
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	2 5
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	9
TOTAL SCORE	100	99

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee Member: Byron Raysor				October 2 , 2014
Firm Name: _	Page	One	Consultant, two	
Ranked:	-	3		

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub- consultants.	20	20
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules and budgetary requirements for such projects.	25	25
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective public presentations.	10	10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	7
TOTAL SCORE	100	97

EVALUATION CRITERIA FOR FINAL RANKING

RQS14-0324 Construction Engineering and Inspection Professional Services for Road and Drainage Improvements for Sligh Boulevard and Columbia Street

Committee M	Committee Member:		Byron Raysor		October 2 , 2014
Firm Name:	Target	Engineering	Group	Inc	· · ·
Ranked:	2		64		

The Advisory Committee will evaluate and score the Respondents based upon their Qualification Statements in accordance with the following rating factors.

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub- consultants.	20	20
C. The Respondent and subconsultants' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to	25	
schedules and budgetary requirements for such projects.	3	25
D. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders, as well as make effective	10	
public presentations.		10
E. Volume of work previously awarded to Respondent by the City.	5	5
F. Respondent's demonstrated understanding of the project's scope of work and approach to successful project completion.	10	8
TOTAL SCORE	100	98