



# CITY OF ORLANDO

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## 1st ADVISORY COMMITTEE MEETING MINUTES RQS14-0292

**Request for Qualification Statements for  
Dean Road Interceptor Sewer Rehabilitation  
Project 4106\_F/CIP0104\_P  
October 29, 2014 – 9 a.m.  
Sustainability Conference Room (2nd Floor)  
City Hall, 400 S. Orange Ave., Orlando, FL**

First Meeting of the Advisory Committee to review and evaluate responsive qualification statements submitted in response to the subject solicitation.

### **Committee Members Present:**

Robert Rutter, P.E. , Project Manager II, CIID (Chair)  
Charlie Conklin, P.E., Civil Engineer IV, CIID  
Steve Frey, Construction Manager, CIID  
Ron Proulx, Construction Manager, CIID  
Rene Carcamo, Contract Compliance Investigator II, MBE Office

### **Other City Personnel Present:**

Roger Cooper, Contract Administrator (Facilitator)

### **Members of the Public Present:**

None

### **Actions/Discussion/Motions:**

The Facilitator called the meeting to order at 9:00 a.m. and took the following actions:

- 1) Introduced himself and asked all in attendance to introduce themselves.
- 2) Advised that Committee was approved and ethics forms were received.
- 3) Advised the Committee that a quorum was established.
- 4) Announced that the meeting was publicly posted for more than 48 hours in advance.
- 5) Facilitator review Advisory Committee Rules
- 6) Reviewed Public Input Procedures

A motion was made by Ron Proulx, and seconded by Charlie Conklin, to accept the Public Input Procedures. The motion carried unanimously.

The Facilitator indicated that four (4) sealed qualification statements were submitted in response to the solicitation and that all firms had been certified as qualified by the Consultants' Qualifications Board on October 8, 2014. Those firms are as follows:

- 1) AECOM Technical Services, Inc.
- 2) Reiss Engineering, Inc.
- 3) Tetra Tech, Inc.
- 4) Woolpert, Inc.

The Facilitator handed out the pre-determined scores for Rating Factors C, F, and G. Rating Factor C was supplied by the MBE Office.

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.

The Committee discussed each firm's submittal. At the end of discussion, each Committee member individually scored and ranked each firm as follows:

- 1) Woolpert, Inc.
- 2) Reiss Engineering, Inc.
- 3) Tetra Tech, Inc.
- 4) AECOM Technical Services, Inc.

A motion was made by Steve Frey, and seconded by Charlie Conklin, to invite the top three (3) firms for presentations and interviews. No Members from the Public were present. Committee discussion, however, indicated that since Number 3 and Number 4 are so closely ranked, all four (4) firms should be invited for presentations and interviews. Charlie Conklin withdrew his second. The motion failed to get another second.

A motion was made by Charlie Conklin, and seconded by Rene Carcamo, to invite the top four (4) firms for presentations and interviews. No Members from the Public were present. The motion carried by four out of five. Steve Frey voted no on this motion.

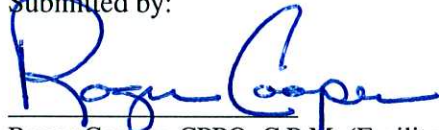
Ron Proulx made a motion, seconded by Steve Frey, to allow twenty (20) minutes for each presentation and a ten (10) minute question-and-answer period, with ten (10) minute breaks in between sessions. The motion carried unanimously.

Presentations are scheduled for November 11, 2014, beginning at 9 a.m. in the Agenda Conference Room and alternating between Agenda Conference Room (2nd Floor) and Veterans Conference Room (2nd Floor) of City Hall.

A motion was made by Charlie Conklin, and seconded by Rene Carcamo, to adjourn at 10:30 a.m. The motion carried unanimously.

These minutes are considered to be the official minutes of the RQS14-0292 Advisory Committee Meeting held on October 29, 2014, and no other notes, tapes, or other recordings taken by anyone takes precedence.

Submitted by:




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

Reviewed by:



Teddi McCorkle, CPPB, C.P.M.  
Sr. Contract Administrator

Reviewed and Accepted by:



Robert Rutter, P.E. (Chair)  
Project Manager II, CIID  
Public Works Department

Attachments:

Public Input Procedures with CPO Memo dated 9/30/2013  
Predetermined Scores  
Consolidated Scoring and Rating Spreadsheet  
Individual Scoring and Rating Sheets



# CITY OF ORLANDO

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## **MEMORANDUM**

**DATE:** September 30, 2013

**TO:** Procurement and Contracts Division Staff

**FROM:** David Billingsley, CPSM, C.P.M., Chief Procurement Officer

**SUBJECT: Public Input**

The Florida Legislature recently enacted a new state law, s. 286.1114, which requires that all local government boards and committees that are subject to the sunshine law provide an opportunity for reasonable public input prior to taking official action on any item (with the exception of administrative items such as approval of minutes and quasi-judicial proceedings). Such comment must be allowed at the meeting where the board or committee takes action on the item or at a meeting in reasonable proximity to that date. Boards and Committees may adopt rules or policies governing the public input.

Procurement Advisory Committees are affected by this statute since they are sunshine committees and are making an award recommendation to City Council. Procurement Advisory Committees must adopt procedures for all meetings after October 1, 2013.

The statute provides that each committee can provide for its own implementation rules. As such, Procurement Advisory Committees should make a motion at the first meeting to follow these rules. For a particular procurement, the committee may modify or amend the procedures applicable to that solicitation. For example, if the procurement has a large public interest, the committee could establish longer comment periods.

Attached are recommended procedures for public input during Procurement Advisory Committees meetings.

### **PROCUREMENT AND CONTRACTS DIVISION**

CITY HALL • 400 SOUTH ORANGE AVENUE • P.O. BOX 4990 • ORLANDO, FLORIDA 32802-4990  
PHONE 407.246.2291 • FAX 407.246.2869 • [CityofOrlando.net](http://CityofOrlando.net) • [esupplier.cityoforlando.net](mailto:esupplier.cityoforlando.net)



# CITY OF ORLANDO

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## **Public Input Procedures For Procurement Advisory Committees**

- A. After each motion (and a second) but before committee discussion on all non-ministerial motions, public comment will be permitted. Ministerial motions would be those that are not substantive actions, including most procedural motions, motions to approve minutes, and motions to adjourn.
- B. Each speaker is limited to 5 minutes. The Committee Chairperson may grant more time to a speaker, provided that if any other committee member objects to the granting of more time, the committee as a whole will vote on the extension.
- C. Public comment is limited to 30 minutes per motion.
- D. Groups are to be asked (not required) to appoint a spokesperson to avoid redundancy and stay within allotted time periods.
- E. If there are more speakers than would allow each to get their full 5 minutes, time periods will be reduced proportionally to not less than 1 minute per speaker unless the committee votes to extend the comment period. If there are more speakers than minutes in the comment period, by act of the Chairperson without objection from a member of the committee, or after a committee vote if there is an objection, the maximum comment period may be extended. As a practical matter, committees should try to extend the time where possible to allow everyone a chance to speak. If this is not possible due to time constraints or number of requests, comments should be taken in random order from all those requesting to speak until time expires.
- F. Each person addressing the committee should give their name and address for the record (minutes). Per the statute, a form asking to speak can be used (which may help with drafting the minutes and establishing priority to speak).
- G. Remarks should be addressed to the committee as a whole, not to individual members of the committee. This is not a question and answer period. The public may comment on the issues before the committee, but the committee is not required to respond to questions.
- H. Minutes should reflect that public comment was solicited even where no public comment was given, i.e. "The chairperson asked if there was anyone from the public who would like to speak, but no requests were received" or similar words should appear in the minutes.

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RQS14-0292 Engineering and Related Professional Services  
Associated with the Rehabilitation of the  
Dean Road Sanitary Sewer Interceptor  
Predetermined Scores

	Rating Factor C (MBE)	Rating Factor F (Location)	Rating Factor G (\$ Paid)
Aecom Technical Services, Inc.	14	4	0
Reiss Engineering, Inc.	15	2	5
Tetra Tech, Inc.	14	4	0
Woolpert, Inc.	13.51	4	4

RQS14-0292 Engineering and Related Professional Services  
Associated with the Rehabilitation of the Dean Road Sanitary Sewer Interceptor  
Short List Scoring

**COMMITTEE MEMBERS:**

Robert Rutter	Charlie Conklin	Steve Frey	Ron Proulx	Rene Carcamo
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**CONSOLIDATED RANKING:**

	Robert Rutter	Charlie Conklin	Steve Frey	Ron Proulx	Rene Carcamo	Total	Ranking
AECOM Technical Services, Inc.	2	4	4	3	3	16	3
Reiss Engineering, Inc.	2	2	2	2	2	10	2
Tetra Tech, Inc.	4	3	3	3	3	16	3
Woolpert, Inc.	1	1	1	1	1	5	1

**TIE BREAKER ANALYSIS:**

Since there is a tie between the following two firms for the number Three Position, the TOTAL SCORES for these same firms are compared below in order to break this tie:

	Robert Rutter	Charlie Conklin	Steve Frey	Ron Proulx	Rene Carcamo	Total	Ranking
AECOM Technical Services, Inc.	85	53	61	81	92	372	4
Tetra Tech, Inc.	82	61	85	81	92	401	3

**FINAL RANKING:**

COMPANY	RANKING
Woolpert, Inc.	1
Reiss Engineering, Inc.	2
Tetra Tech, Inc.	3
AECOM Technical Services, Inc.	4

**INDIVIDUAL SCORING AND RANKING:**

NO.	POSSIBLE POINTS	AECOM Technical Services, Inc.	Reiss Engineering, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	30	28	25	26	27
B	20	17	16	16	17
C	16	14	15	14	13.51
D	15	13	13	13	13
E	10	9	9	9	9
F	4	4	2	4	4
G	5	0	5	0	4
H	0	0	0	0	0
TOTAL POINT VALUE	100	85	85	82	87.51
Robert Rutter		2	2	4	1
Ranking					

RQS14-0292 Engineering and Related Professional Services  
Associated with the Rehabilitation of the Dean Road Sanitary Sewer Interceptor  
Short List Scoring

NO.	POSSIBLE POINTS	AECOM Technical Services, Inc.	Reiss Engineering, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	30	12	17	15	25
B	20	8	16	10	14
C	16	14	15	14	13.51
D	15	8	6	10	12
E	10	7	7	8	7
F	4	4	2	4	4
G	5	0	5	0	4
H	0	0	0	0	0
TOTAL POINT VALUE	100	53	68	61	79.51
Charlie Conklin		4	2	3	1
Ranking					

NO.	POSSIBLE POINTS	AECOM Technical Services, Inc.	Reiss Engineering, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	30	20	25	25	30
B	20	10	15	20	20
C	16	14	15	14	13.51
D	15	5	15	15	15
E	10	8	10	7	10
F	4	4	2	4	4
G	5	0	5	0	4
H	0	0	0	0	0
TOTAL POINT VALUE	100	61	87	85	96.51
Steve Frey		4	2	3	1
Ranking					

NO.	POSSIBLE POINTS	AECOM Technical Services, Inc.	Reiss Engineering, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	30	27	28	26	29
B	20	15	17	15	17
C	16	14	15	14	13.51
D	15	13	11	13	13
E	10	8	10	9	9
F	4	4	2	4	4
G	5	0	5	0	4
H	0	0	0	0	0
TOTAL POINT VALUE	100	81	88	81	89.51
Ron Proulx		3	2	3	1
Ranking					

RQS14-0292 Engineering and Related Professional Services  
Associated with the Rehabilitation of the Dean Road Sanitary Sewer Interceptor  
Short List Scoring

NO.	POSSIBLE POINTS	AECOM Technical Services, Inc.	Reiss Engineering, Inc.	Tetra Tech, Inc.	Woolpert, Inc.
A	30	30	28	29	28
B	20	19	18	20	19
C	16	14	15	14	13.51
D	15	15	15	15	15
E	10	10	10	10	10
F	4	4	2	4	4
G	5	0	5	0	4
H	0	0	0	0	0
TOTAL POINT VALUE	100	92	93	92	93.51
Rene Carcamo		3	2	3	1
Ranking					

**RQS14-0292 ENGINEERING AND RELATED PROFESSIONAL SERVICES  
ASSOCIATED WITH THE REHABILITATION OF THE  
DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

**MEMBER:** Robert Rutter R/R **DATE:** 10/29/2019

**FIRM NAME:** AECOM

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub-consultants.	20	17
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>85.00</b>

**RANK:** 2

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

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MEMBER: Robert Rutter R/R DATE: 10/29/2014

FIRM NAME: REISS

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	25
B. The experience and qualifications of the sub-consultants.	20	16
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	15
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	2
G. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>85.00</b>

RANK: 2

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ASSOCIATED WITH THE REHABILITATION OF THE  
DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Robert Rutter RR DATE: 10/29/2018

FIRM NAME: TETRA TECH

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	14
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>82.00</b>

RANK: 4

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EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Robert Rutter jr DATE: 10/29/2014

FIRM NAME: NOOLPERT

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	17
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	13.51
D. 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.	15	13.00
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>87.51</b>

RANK: 1

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

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**MEMBER:** Charlie Conklin **DATE:** 10/29/14

**FIRM NAME:** AECOM

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	12
B. The experience and qualifications of the sub-consultants.	20	8
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	8
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	7
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>53</b>

**RANK:** ~~53~~ 4

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

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ASSOCIATED WITH THE REHABILITATION OF THE  
DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Charlie Conklin DATE: 10/29/14

FIRM NAME: Reiss

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	17
B. The experience and qualifications of the sub-consultants.	20	16
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	15
D. 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.	15	6
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	7
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	2
G. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>68</b>

RANK: ~~1~~ 2

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**MEMBER:** Charlie Conklin **DATE:** 10/29/14

**FIRM NAME:** TetraTech

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	15
B. The experience and qualifications of the sub-consultants.	20	10
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	10
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>61</b>

**RANK:** ~~2~~ 3

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DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

**MEMBER:** Charlie Conklin **DATE:** 10/29/14

**FIRM NAME:** Woolpert

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	25
B. The experience and qualifications of the sub-consultants.	20	14
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	13.51
D. 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.	15	12
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	7
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>79.51</b>

**RANK:** ~~5~~ 1

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS14-0292 ENGINEERING AND RELATED PROFESSIONAL SERVICES  
ASSOCIATED WITH THE REHABILITATION OF THE  
DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER:

S. Frey

DATE:

10/29/2014

FIRM NAME:

AECOM

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	20
B. The experience and qualifications of the sub-consultants.	20	10
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	5
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>61</b>

RANK:

4

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS14-0292 ENGINEERING AND RELATED PROFESSIONAL SERVICES  
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DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: S. Fry

DATE: 10/29/2014

FIRM NAME: Reiss

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	25
B. The experience and qualifications of the sub-consultants.	20	15
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	15
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	2
G. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>87</b>

RANK: 2

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

**RQS14-0292 ENGINEERING AND RELATED PROFESSIONAL SERVICES  
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EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER:

*S. Frey*

DATE:

*10/29/2014*

FIRM NAME:

*TETRA TECH*

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	<i>25</i>
B. The experience and qualifications of the sub-consultants.	20	<i>20</i>
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	<i>14</i>
D. 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.	15	<i>15</i>
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	<i>7</i>
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	<i>4</i>
G. Volume of work previously awarded to Respondent by the City.	5	<i>0</i>
<b>TOTAL SCORE</b>	<b>100</b>	<i>85</i>

RANK:

*3*

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ASSOCIATED WITH THE REHABILITATION OF THE  
DEAN ROAD SANITARY SEWER INTERCEPTOR  
EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: S. Frey

DATE: 10/29/2014

FIRM NAME: WOOLPERT

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. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	13.51
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	<b>96.51</b>

RANK: 1

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**MEMBER:** RON PROULX **DATE:** 10/29/14

**FIRM NAME:** A.E.C.O.M.

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	27
B. The experience and qualifications of the sub-consultants.	20	15
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	8
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>81</b>

**RANK:** 4 3

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**MEMBER:** Bon Prault **DATE:** 10/29/14

**FIRM NAME:** Reiss Engineering

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	17
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	15
D. 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.	15	11
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	2
G. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>88</b>

**RANK:** 2

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**MEMBER:** Ron Proutx **DATE:** 10/29/14

**FIRM NAME:** TETRA TECH

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	15
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	<del>5</del> 0
<b>TOTAL SCORE</b>	<b>100</b>	<del>85</del> 81

**RANK:** 3

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

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**MEMBER:** Ron Proulx **DATE:** 10/29/14

**FIRM NAME:** Woolpert

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	17
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	13.51
D. 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.	15	13
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	9
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	<del>5</del> 4
<b>TOTAL SCORE</b>	<b>100</b>	<b>89.51</b>

**RANK:** 1

Notes regarding Exhibit "A": Each Advisory Committee member will evaluate the above factors to determine the short-listing of the Respondents. Each member will assign an item score ranging from zero (0) points to the maximum points allowed for each rating factor. The item scores will then be added to determine the total score. The maximum possible total score for this evaluation table is one hundred (100). Each member will rank the Respondents based upon the member's score for each Respondent. The ranking established by each member will be accumulated to determine the final ranking. Each member's top-ranked firm will be assigned one (1) point, second-ranked firm two (2) points and so on. After accumulating the members' scores, the firm with the lowest score shall be ranked first, the next lowest score shall be ranked second, and so on. In the event of a tie, the tied Respondents' total scores from each member will be added and compared. The Respondent with the highest point total will be ranked highest of the tied Respondents.

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**MEMBER:** RENE CARCANO **DATE:** 10/29/2014

**FIRM NAME:** AECOM TECHNICAL SERVICES, INC.

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	30
B. The experience and qualifications of the sub-consultants.	20	19
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	<b>92</b>

**RANK:** 3

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**MEMBER:** RENE CARCAMO **DATE:** 10/29/2014

**FIRM NAME:** REISS ENGINEERING, INC.

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub-consultants.	20	18
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	15
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	2
G. Volume of work previously awarded to Respondent by the City.	5	5
<b>TOTAL SCORE</b>	<b>100</b>	<b>93</b>

**RANK:** 2 

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**MEMBER:** RENE CARCAMO **DATE:** 10/29/2014

**FIRM NAME:** TETRA TECH, INC.

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	29
B. The experience and qualifications of the sub-consultants.	20	20
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	14
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	0
<b>TOTAL SCORE</b>	<b>100</b>	92

**RANK:** 3

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**MEMBER:** RENE CARCAMO **DATE:** 10/29/2014

**FIRM NAME:** WOODPERT, INC.

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

<b>RATING FACTORS</b>	<b>MAXIMUM POINTS</b>	<b>ITEM SCORE</b>
A. Respondent's experience and qualifications.	30	28
B. The experience and qualifications of the sub-consultants.	20	19
C. Participation of City-certified or recognized MBE/WBE firms and qualifying VBE firms in the performance of the work.	16	13.51
D. 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.	15	15
E. Ability of Respondent's and subconsultants' personnel to devote necessary time to the project and work successfully with City staff and any other stakeholders.	10	10
F. Proximity of the location of Respondent's office, where the majority of its work will be performed on this project, to the City of Orlando.	4	4
G. Volume of work previously awarded to Respondent by the City.	5	4
<b>TOTAL SCORE</b>	<b>100</b>	93.51

**RANK:** X 

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