

On Friday, March 7, 2014, the Consultants' Qualifications Board (CQB) met on the 8th floor of City Hall in the Eola Room, 400 South Orange Avenue, Orlando, Florida. The meeting was called to order at 2:04 pm.

Members Present:

Richard M. Howard, P.E., Public Works Director, Chairman
Kevin Walsh, MWBE Official
Michael O'Dowd, Assistant City Attorney II
Nate Boyd, Energy Project Manager
Tom Connery, P.E., Capital Improvements Division Manager

Staff Present:

Brittany Decker, Purchasing Agent III
Sandy Shook, Public Works Administrative Specialist

Others Present:

No others present

The Board had 10 respondents for the City of Orlando's Request for Proposals for Continuing Landscape Architecture and Planning Design Professional Services, RQS14-0145:

1. AECOM Technical Services, Inc.
150 N. Orange Avenue, Suite 200
Orlando, FL 32801
2. Bellomo-Herbert and Company, Inc.
618 E. South Street, Suite 600
Orlando, FL 32801
3. Canin Associates, Inc.
500 Delaney Avenue, Suite 404
Orlando, FL 32801
4. David Conner and Associates, Inc.
100 E. Madison St., Suite 200
Tampa, FL 33602
5. Dix.Hite + Partners, Inc.
150 W. Jessup Avenue
Longwood, FL 32750
6. Littlejohn Engineering Associates, Inc.
1615 Edgewater Drive, Suite 180
Orlando, FL 32804
7. Magley Design, LLC
1817 East Washington Street
Orlando, FL 32803

8. Miller Legg
631 S Orange Avenue, Suite 200
Winter Park, FL 32789-7122
9. TOA Design Group, LLC
135 W. Central Blvd., Suite 450
Orlando, FL 32801
10. Vanasse Hangen Brustlin, Inc.
225 E. Robinson Street, Suite 300
Orlando, FL 32801

Mr. Connery entered the meeting at 2:20 pm.

After careful review and discussion, a motion was made by Mr. Boyd to qualify all 10 proposals in category #059 Landscape Architecture and forward all 10 proposals to the Selection Committee. Mr. Walsh seconded the motion and the Chairman opened the meeting to public comment. Hearing no requests to comment, the vote was taken and unanimously carried.

Mr. O'Dowd stated that as a matter of procedure, the CQB meeting minutes will be listed under the For Information Only category on the City Council Agendas going forward in accordance with a new City Policy and Procedure.

Meeting adjourned at 2:35 pm.

Sandra A. Shook
Public Works Administrative Specialist