

**4th ADVISORY COMMITTEE MEETING MINUTES**  
**RFP10014 – Software Development Consulting**  
**October 26, 2015 @ 10:00 am**  
**City Hall - 5th Floor Megabyte Conference Room**

**COMMITTEE MEMBERS PRESENT:**

1. David Gancarz (Committee Chair), Systems Development Manager
2. Mark Crain, Client Support Services Manager
3. Dee Becker, Client Support Services Manager
4. Catherine Cordero, Applications Developer Trainee
5. Arlene Kowalski, HRIS Administrator

**PROCUREMENT REPRESENTATIVE:**

1. Angela Thomas, Purchasing Agent III (Facilitator)

**OTHERS PRESENT (CITY STAFF):**

1. Dawn Chin Shue, M/WBE Office
2. Ariana Mason, Applications Developer V
3. Ray Chase, Information Systems Security Officer III

David Gancarz (Committee Chair), calls the meeting to order at 10:09 am.

A motion to approve the minutes from the 3<sup>rd</sup> Committee meeting held October 19, 2015. Motion made by Catherine Cordero, Applications Developer Trainee and seconded by Mark Crain, Client Support Services Manager, all in favor and motion passed.

David Gancarz summarized references results and everything was positive feedback.

Dawn Chin Shue, M/WBE Office summarized the proposer's responses and the qualified points available to each proposer

Evaluations were conducted and tallied and the final ranking is:

<u>Rank</u>	<u>Vendor</u>	<u>Location</u>
1	EPIC Engineering & Consulting Group, LLC	Winter Springs, FL 32708
2	Computer Aid, Inc.	Allentown, PA 18104
3	SKL Software Services, Inc.	Cincinnati, OH 45202
4	Strativia, LLC.	Upper Marlboro, MD 20774
4	DRS Solutions, Inc.	Land O Lakes, FL 34638
6	I.T. Consortium, Inc.	Orlando, FL 32817
7	Nebbia Technology, LLC.	Orlando, FL 32827
8	Mobitrio LLC.	Las Vegas, NV 89121

**4th ADVISORY COMMITTEE MEETING MINUTES**  
**RFP10014 – Software Development Consulting**  
**October 26, 2015 @ 10:00 am**  
**City Hall - 5th Floor Megabite Conference Room**

Do we have a motion to accept ranking and evaluations of the Proposals and to recommend to City Council to authorize the Chief Procurement Officer to negotiate a contract with the Proposers in the ranked order until successful.

Motion made by Mark Crain, Client Support Services Manager and seconded by Arlene Kowalski, HRIS Administrator, all in favor and motion passed.

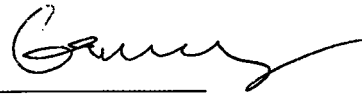
Final Committee Meeting Adjourned 10:39 am.

Submitted by:



Angela Thomas  
Purchasing Agent III  
Facilitator

Review and Accepted by:



David Gancarz  
Systems Development Manager  
Committee Chair

## EVALUATION OF PROPOSALS FOR RFP15-00014 /400 S. Orange Ave, Orlando FL

NO.	FACTOR	POSSIBLE POINTS	Computer Aid, Inc.	DRS Solutions	EPIC Engineering & Consulting Group, LLC	I.T. Consortium
1.	Experience of Proposer and Assigned Management Team	40	25	10	32	15
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	4	0	5	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	24	28	9	12
5.	Sample Project - C# Source Code	20	15	2	15	2
TOTAL POINT VALUE		100	78	40	61	29
RANKING BASED ON ABOVE POINTS *						
(#1 reflects the highest point value; #2 is the next highest point value; etc.)						
			1	4	2	7

DATE: 10/26/15 EVALUATOR: D. Becker OF City of Orlando

(print name)

(print name of organization)

SIGNATURE: D. Becker

\* Each Advisory Committee 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 Proposer 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 Proposers' total scores from each member will be added and compared. The Proposer with the highest point total will be ranked highest of the tied Proposers.

## EVALUATION OF PROPOSALS FOR RFP15-00014 /400 S. Orange Ave, Orlando FL

NO.	FACTOR	POSSIBLE POINTS	Mobitrio LLC.	Nebbia Technology	SKL Software Services	Strativia
1.	Experience of Proposer and Assigned Management Team	40	4	7	15	15
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	0	0	0	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	28	12	22	2
5.	Sample Project - C# Source Code	20	2	0	10	15
TOTAL POINT VALUE		100	46 34	19	47	32
RANKING BASED ON ABOVE POINTS * (#1 reflects the highest point value; #2 is the next highest point value; etc.)			5	8	3	6

DATE: 10/26/15 EVALUATOR: D. Becker OF City of Orlando

(print name)

(print name of organization)

SIGNATURE: D Becker

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NO.	FACTOR	POSSIBLE POINTS	Computer Aid, Inc.	DRS Solutions	EPIC Engineering & Consulting Group, LLC	I.T. Consortium
1.	Experience of Proposer and Assigned Management Team	40	20	8	40	4
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	2	0	5	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	16	3	33	3
5.	Sample Project - C# Source Code	20	8	4	18	4
TOTAL POINT VALUE		100	47	15	96	13
RANKING BASED ON ABOVE POINTS *						
#1 reflects the highest point value; #2 is the next highest point value; etc.)			1st	5th	1st	6th

DATE: 10/26/2015 EVALUATOR: David Bancez OF City of Deltona  
 (print name) (print name of organization)

SIGNATURE: \_\_\_\_\_

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NO.	FACTOR	POSSIBLE POINTS	Mobitrio LLC.	Nebbia Technology	SKL Software Services	Strativia
1.	Experience of Proposer and Assigned Management Team	40	4	8	16	20
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	0	0	6	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	3	3	13	23
5.	Sample Project - C# Source Code	20	2	2	20	14
TOTAL POINT VALUE		100	9	13	49	57
RANKING BASED ON ABOVE POINTS *						
(#1 reflects the highest point value; #2 is the next highest point value; etc.)			8	6	3	2

DATE: 10/26/2015 EVALUATOR: Grace (print name) OF Ced of Orlando (print name of organization)

SIGNATURE:  (print name)

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NO.	FACTOR	POSSIBLE POINTS	Computer Aid, Inc.	DRS Solutions	EPIC Engineering & Consulting Group, LLC	I.T. Consortium
1.	Experience of Proposer and Assigned Management Team	40	32	4	36	8
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	4	0	5	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	26	24	20	16
5.	Sample Project - C# Source Code	20	14	12	18	10
TOTAL POINT VALUE		100	76	40	79	34
<b>RANKING BASED ON ABOVE POINTS *</b> (#1 reflects the highest point value; #2 is the next highest point value; etc.)						
			2	6	1	8

DATE: 10/26/15 EVALUATOR: MARK GRAY OF City of Orlando  
 (print name) (print name of organization)

SIGNATURE: \_\_\_\_\_

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NO.	FACTOR	POSSIBLE POINTS	Mobitrio LLC.	Nebbia Technology	SKL Software Services	Strativia
1.	Experience of Proposer and Assigned Management Team	40	16	12	24	20
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	0	0	0	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	<del>33</del> 22	18	28	30
5.	Sample Project - C# Source Code	20	0	14	16	12
TOTAL POINT VALUE		100	38	44	68	62
RANKING BASED ON ABOVE POINTS *			7	5	3	4
(#1 reflects the highest point value; #2 is the next highest point value; etc.)						

DATE: 10/26/15 EVALUATOR: Mark Crain OF City of Orlando  
 (print name) (print name of organization)

SIGNATURE: \_\_\_\_\_



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NO.	FACTOR	POSSIBLE POINTS	Computer Aid, Inc.	DRS Solutions	EPIC Engineering & Consulting Group, LLC	I.T. Consortium
1.	Experience of Proposer and Assigned Management Team	40	40	40	40	40
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	5	4	5	4
3.	Veteran Business Enterprise participation in subcontracts	2	0	4	40	2
4.	Price Proposal	33	30	33	33	33
5.	Sample Project - C# Source Code	20	20	20	20	40
TOTAL POINT VALUE		100	95	93	100.00	55
RANKING BASED ON ABOVE POINTS *						
(#1 reflects the highest point value; #2 is the next highest point value; etc.)						
			2	3	1	4

DATE: 10/26/15 EVALUATOR: Lawrence Barber OF City of Orlando  
(print name) (print name of organization)

SIGNATURE: [Signature]

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NO.	FACTOR	POSSIBLE POINTS	Mobitrio LLC.	Nebbia Technology	SKL Software Services	Strativia
1.	Experience of Proposer and Assigned Management Team	40	20	10	30	40
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	0	0	0	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	20	15	20	25
5.	Sample Project - C# Source Code	20	15	10	10	20
TOTAL POINT VALUE		100	65	35	60	85
RANKING BASED ON ABOVE POINTS * (#1 reflects the highest point value; #2 is the next highest point value; etc.)			5	2	6	4

DATE: 10/26/15 EVALUATOR: Johnnie Cardozo OF City of Orlando

(print name)

(print name of organization)

SIGNATURE: [Signature] [Signature]

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NO.	FACTOR	POSSIBLE POINTS	Computer Aid, Inc.	DRS Solutions	EPIC Engineering & Consulting Group, LLC	I.T. Consortium
1.	Experience of Proposer and Assigned Management Team	40	38	25	38	25
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	4	<del>0</del> 0	5	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	<del>0</del> 1
4.	Price Proposal	33	25	20	25	20
5.	Sample Project - C# Source Code	20	18	12	18	12
TOTAL POINT VALUE		100	85	57	88	58
<b>RANKING BASED ON ABOVE POINTS *</b> (#1 reflects the highest point value; #2 is the next highest point value; etc.)						
			2	4	1	3

DATE: 10/26/15 EVALUATOR: Arlene Hruska OF City of Orlando  
 (print name) (print name of organization)

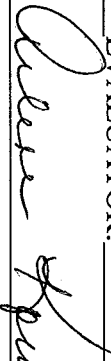
SIGNATURE: Arlene Hruska

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NO.	FACTOR	POSSIBLE POINTS	Mobitrio LLC.	Nebbia Technology	SKL Software Services	Strativia
1.	Experience of Proposer and Assigned Management Team	40	15	16	15	15
2.	Minority and Women Owned Business Enterprise - The degree of participation by City certified or recognized M/WBE in subcontracts	5	0	0	0	0
3.	Veteran Business Enterprise participation in subcontracts	2	0	0	0	0
4.	Price Proposal	33	20	20	20	20
5.	Sample Project - C# Source Code	20	8	10	10	10
TOTAL POINT VALUE		100	43	46	45	45
RANKING BASED ON ABOVE POINTS *						
(#1 reflects the highest point value; #2 is the next highest point value; etc.)			8	5	6	6

DATE: \_\_\_\_\_ EVALUATOR: \_\_\_\_\_ (print name) OF \_\_\_\_\_ (print name of organization)

SIGNATURE:  \_\_\_\_\_ (print name)

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**RFP15-0014 -Software Development Consulting  
Evaluation Tabulations**

<b>COMMITTEE MEMBERS</b>		<b>Computer Aid, Inc.</b>	<b>DRS Solutions</b>	<b>EPIC Engineering &amp; Consulting Group, LLC</b>	<b>I.T. Consortium</b>	<b>Mobitrio LLC.</b>	<b>Nebbia Technology</b>	<b>SKL Software Services</b>	<b>Strativa</b>
<b>David Gancarz (Technical Chair), Systems Development Manager</b>		4	5	1	6	8	6	3	2
<b>Mark Crain, Client Support Services Manager</b>		2	6	1	8	7	5	3	4
<b>Dee Becker, Client Support Services Manager</b>		1	4	2	7	5	8	3	6
<b>Catherine Cordero, Applications Developer Trainee</b>		2	3	1	7	5	8	6	4
<b>Arlene Kowalski, HRIS Administrator</b>		2	4	1	3	8	5	6	6
<b>TOTAL</b>		11	22	6	31	33	32	21	22
<b>AVG</b>		2	4	1	6	8	7	3	4