

On October 13, 2015 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 2:01 pm.

Members Present:

Richard M. Howard, P.E., Public Works Director
Tom Connery, P.E., Capital Improvement/Infrastructure Division Manager
Kevin Walsh, MBE Official
Michael O'Dowd, Assistant City Attorney II
David Dunn, CFM, Fleet and Facilities Management Division Manager

Staff Present:

Sandy Shook, Public Works Administrative Specialist

Others Present:

No Others Present

APPROVAL OF MINUTES

A motion was made by Mr. O'Dowd to approve the draft minutes of the September 23, 2015 Consultants' Qualifications Board meeting. Mr. Dunn seconded and the motion carried unanimously.

NEW BUSINESS

The Board had 13 respondents for the City of Orlando's Request for Proposals for Continuing Professional Architectural Services RQS15-0406:

1. Architectural Design Collaborative (ADC)
945 N. Pennsylvania Avenue
Winter Park, Florida 32789
2. ADG, Inc. dba Architects Design Group
333 N. Knowles Avenue
Winter Park, Florida 32789
3. Bentley Architects + Engineers, Inc.
665 West Warren Avenue
Longwood, Florida 32750
4. Borrelli+Partners, Inc.
720 Vassar Street
Orlando, Florida 32804
5. Harvard Jolly Architecture
3660 Maguire Boulevard, Suite 101
Orlando, Florida 32803
6. KLPN Studio, LLC
4073 Corrine Drive
Orlando, Florida 32814
7. KZF Design LLC dba KZF Design Studio
1401 Edgewater Drive
Orlando, Florida 32804

8. Le-Huu Partners, P.A.
4401 N. Orange Blossom Trail
Orlando, Florida 32804
9. Ohlson Lavoie Corporation
2295 S. Hiawassee Road, Suite 310
Orlando, Florida 32835
10. Rick Swisher, Architect, Inc.
2693 W. Fairbanks Avenue
Winter Park, Florida 32789
11. Scott + Cormia Architecture and Interiors, LLC
429 South Keller Road, Suite 200
Orlando, Florida 32810
12. Song + Associates, Inc.
618 East South Street, Suite 500
Orlando, Florida 32801
13. Zyscovich Architects
941 W. Morse Boulevard, Suite 135
Winter Park, Florida 32789

After careful review and discussion, a motion was made by Mr. Connery to qualify all 13 firms in category #205 Architectural Services, and forward all 13 proposals to the Selection Committee. Mr. Walsh seconded the motion and the motion carried unanimously.

The Chairman opened the meeting to public comment. Hearing no requests to comment, the meeting adjourned at 2:24 pm.

Sandra A. Shook
Public Works Administrative Specialist