

On March 15, 2016 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 2:00 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, 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. Dunn to approve the draft minutes of the January 20, 2016 Consultants' Qualifications Board meeting. Mr. Connery seconded and the motion carried unanimously.

A motion was made by Dunn to approve the corrected December 17, 2015 Consultants Qualifications' Board Meeting which were previously approved at the January 20, 2016 meeting. Mr. Connery seconded and the motion carried unanimously.

NEW BUSINESS

The Board had 8 respondents for the City of Orlando's Request for Proposals for Continuing Professional Structural Engineering Services, RQS16-00164:

1. Advanced Structural Design
1035 S. Semoran Boulevard, Suite 1019
Winter Park, Florida 32792
2. AVCON, Inc.
5555 East Michigan Street, Suite 200
Orlando, Florida 32822
3. C&S Engineers, Inc.
605 East Robinson Street, Suite 210
Orlando, Florida 32801
4. Graef-USA, Inc.
2300 Maitland Center Parkway, Suite 210
Maitland, Florida 32751
5. Master Consulting Engineers, Inc.
5950 Lakehurst Drive, Suite 183
Orlando, Florida 32819

6. McLaren Technical Services, Inc.
5728 Major Boulevard, Suite 603
Orlando, Florida 32819
7. Paul J. Ford & Company
3670 Maguire Boulevard, Suite 250
Orlando, Florida 32803
8. Walter P. Moore and Associates, Inc.
300 South Orange Avenue, Suite 1150
Orlando, Florida 32801

After careful review and discussion, a motion was made by Mr. Walsh to qualify all eight responding firms in category #101 Structural Design; Special Structures, and forward all eight proposals to the Selection Committee. Mr. O'Dowd 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 2:26 pm.

Sandra A. Shook
Public Works Administrative Specialist