



# CITY OF ORLANDO

---

## 1st ADVISORY COMMITTEE MEETING MINUTES

RFP16-0017

Request for Proposals for  
Design-Build Services for Colonial Pedestrian Overpass (SR50)

December 3, 2015 – 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 proposals submitted in response to the subject solicitation.

### **Committee Members Present:**

Lisa Henry, Streets and Stormwater Division Manager (Chair)

Thomas Connery, CIID Division Manager

Dariusz Dashtaki, Environmental Manager

John Rogers, Project Manager II

Byron Raysor, Contract Compliance Investigator III, MBE Office

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

Roger Cooper, Contract Administrator (Facilitator)

Teddi McCorkle, Senior Contract Administrator

Silvia Coste, Purchasing Agent II

Ricard Allen, City Surveyor

### **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

The Facilitator indicated that two (2) sealed proposals were submitted in response to the solicitation and that both firms were certified as qualified by the Consultants' Qualifications Board on November 17, 2015. Those firms are as follows:

- 1) Gibbs & Register, Inc.
- 2) Southland Construction, Inc.

A motion was made by Byron Raysor, and seconded by Tom Connery, to accept the Public Input Procedures. The motion carried unanimously.

The Facilitator discussed the evaluation process as described in the solicitation and asked the Project Manager for any additional comments. The Project Manager had no additional comments.

Committee Members were advised that Proposals 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 Meeting was turned over to the technical Chair, and the Committee discussed each firm's submittal. At the end of discussion, each Committee member individually scored each firm. The consolidated results are as follows:

<u>FIRM</u>	<u>TOTAL SCORE</u>
1) Gibbs & Register, Inc.	468
2) Southland Construction, Inc.	429

A motion was made by Byron Raysor, and seconded by Tom Connery, to invite the two (2) firms for Presentations. No Members from the Public were present. The motion carried unanimously.

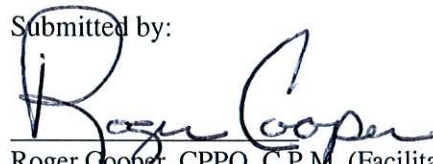
John Rogers made a motion, seconded by Byron Raysor, to allow up to forty-five (45) minutes for each Presentation and up to a thirty (30) minute question-and-answer period, with a ten (10) minute break in between sessions. The motion carried unanimously.

Presentations are scheduled for January 21, 2016, beginning at 9 a.m. in to-be-determined conference rooms.

A motion was made by John Rogers, and seconded by Byron Raysor, to adjourn at 10:10 a.m. The motion carried unanimously.

These minutes are considered to be the official minutes of the RFP16-0017 Advisory Committee Meeting held on December 3, 2015, 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:



Lisa Henry (Chair)  
Division Manager  
Streets and Stormwater  
Public Works Department

Attachments:

Public Input Procedures with CPO Memo dated 9/30/2013  
Consolidated Scoring Spreadsheets  
Individual Scoring Sheets

RFP16-0017 Design Build Services for Colonial Pedestrian Overpass (SR50)  
1st Advisory Committee Scoring

**COMMITTEE MEMBERS:**

Lisa Henry	Tom Connery	John Rogers	Dan Dashtaki	Byron Raysor
------------	-------------	-------------	--------------	--------------

**INDIVIDUAL SCORING:**

NO.	POSSIBLE POINTS	Gibbs & Register, Inc.	Southland Construction, Inc.
A	35	33	30
B	25	24	24
C	20	19	15
D	20	20	18
<b>TOTAL POINT VALUE</b>	<b>100</b>	<b>96</b>	<b>87</b>

Lisa Henry

Gibbs &  
Register,  
Inc.

Southland  
Construction,  
Inc.

96

87

NO.	POSSIBLE POINTS	Gibbs & Register, Inc.	Southland Construction, Inc.
A	35	35	30
B	25	24	22
C	20	18	10
D	20	20	18
<b>TOTAL POINT VALUE</b>	<b>100</b>	<b>97</b>	<b>80</b>

Tom Connery

97

80

NO.	POSSIBLE POINTS	Gibbs & Register, Inc.	Southland Construction, Inc.
A	35	33	31
B	25	23	23
C	20	18	17
D	20	13	11
<b>TOTAL POINT VALUE</b>	<b>100</b>	<b>87</b>	<b>82</b>

John Rogers

87

82

NO.	POSSIBLE POINTS	Gibbs & Register, Inc.	Southland Construction, Inc.
A	35	35	34



RFP16-0017 Design Build Services for Colonial Pedestrian Overpass (SR50)  
1st Advisory Committee Scoring

B	25	25	25
C	20	16	15
D	20	18	15
TOTAL POINT VALUE	100	94	89
Dan Dashtaki			

94 89

NO.	POSSIBLE POINTS	Gibbs & Register, Inc.	Southland Construction, Inc.
A	35	34	31
B	25	24	24
C	20	19	19
D	20	17	17
TOTAL POINT VALUE	100	94	91
Byron Raysor			

94 91

TOTALS--> 468 429  
Gibbs & Register, Inc. Southland Construction, Inc.

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Lisa Henry DATE: 12/3/15

FIRM NAME: Gibbs & Register

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	33
B. The experience and qualifications of the sub-consultants and subcontractors.	25	24
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	19
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	20
TOTAL SCORE	100	96

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Lisa Henry DATE: 12/3/15

FIRM NAME: Southland

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	30
B. The experience and qualifications of the sub-consultants and subcontractors.	25	24
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	15
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	18
TOTAL SCORE	100	87

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: TOM CONNERY DATE: 12/3/15

FIRM NAME: G & R

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	35
B. The experience and qualifications of the sub-consultants and subcontractors.	25	24
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	18
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	20
TOTAL SCORE	100	97



**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: TOM CONNERY DATE: 12 | 3 | 15

FIRM NAME: SOUTHLAND

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	30
B. The experience and qualifications of the sub-consultants and subcontractors.	25	22
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	10
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	18
TOTAL SCORE	100	80



**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: John Rogers DATE: 12/3/2015

FIRM NAME: Gibbs & Register, Inc

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	33
B. The experience and qualifications of the sub-consultants and subcontractors.	25	23
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	18
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	13
TOTAL SCORE	100	87

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: John Rogers DATE: 12/3/2015

FIRM NAME: Southland Construction, Inc

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	31
B. The experience and qualifications of the sub-consultants and subcontractors.	25	23
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	17
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	11
TOTAL SCORE	100	82

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: DAN DASHTAKI DATE: 12-3-15

FIRM NAME: GIBBS & REGISTER, INC

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	35
B. The experience and qualifications of the sub-consultants and subcontractors.	25	25
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	16
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	18
TOTAL SCORE	100	94



**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: DAN DASHIARI DATE: 12-3-15

FIRM NAME: SOUTHLAND CONSTRUCTION INC

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	34
B. The experience and qualifications of the sub-consultants and subcontractors.	25	25
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	15
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	15
TOTAL SCORE	100	89

**EVALUATION CRITERIA FOR SHORT-LISTING**

MEMBER: Byron Raysor DATE: 12/3/2015

FIRM NAME: Gibbs + Register, Inc

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	34
B. The experience and qualifications of the sub-consultants and subcontractors.	25	24
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	19
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	17
TOTAL SCORE	100	94

**EVALUATION CRITERIA FOR SHORT-LISTING**

**MEMBER:** Byron Raysor **DATE:** 12/3/2015

**FIRM NAME:** Southland Construction

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

RATING FACTORS	MAXIMUM POINTS	ITEM SCORE
A. Proposer's experience and qualifications.	35	31
B. The experience and qualifications of the sub-consultants and subcontractors.	25	24
C. The Proposer, subconsultants' and subcontractors' records of successful performances on past projects including factors such as cost control, work quality and demonstrated ability to adhere to schedules.	20	19
D. Ability of Proposer's, subconsultants' and subcontractors' personnel to devote necessary time to the Project and work successfully with City staff and any other stakeholders; Proposer's project management plan; Proposer's financial qualifications.	20	17
TOTAL SCORE	100	91