

On November 21, 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 10:00 am.

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

Staff Present:

Alison Brackins, Assistant City Attorney
Roger Cooper, CPPO, C.P.M., Contract Administrator
Fabio Henaio, Purchasing and Material Management
Sandy Shook, Public Works Administrative Specialist

Others Present:

No Others Present

APPROVAL OF MINUTES

A motion was made by Mr. Walsh to approve the draft minutes of the June 14, 2016 Consultants' Qualifications Board meeting. Mr. Connery seconded and the motion carried unanimously.

NEW BUSINESS

The Board had 2 respondents for the City of Orlando's Request for Proposals for Construction Engineering and Inspection Services for Streets/Stormwater:

1. Calvin, Giordano & Associates, Inc.
Feather Sound Corporate Center
Clearwater, Florida 33762
2. CDM Smith, Inc.
2301 Maitland Center Parkway, Suite 300
Maitland, Florida 32751

After careful review and discussion, a motion was made by Mr. Walsh to qualify the 2 firms in category #021 Construction Management and #203 Construction Inspection, and forward the 2 proposals to the Selection Committee. Mr. Connery 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 10:17 am.

Sandra A. Shook
Public Works Administrative Specialist