

On February 1, 2017 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 10:04 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
David Dunn, CFM, Fleet and Facilities Management Division Manager

Staff Present:

Roger Cooper, CPPO, C.P.M., Contract Administrator
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 November 21, 2016 Consultants' Qualifications Board meeting. Mr. Walsh seconded and the motion carried unanimously.

NEW BUSINESS

The Board had 5 respondents for the City of Orlando's Request for Proposals for Orlando Main Street District Bicycle and Pedestrian Study RQS17-0132:

1. Cribb Philbeck Weaver Group, Inc.
2215 Wembley Place
Oviedo, FL 32765
2. HDR Engineering, Inc.
315 East Robinson Street, Suite 400
Orlando, Florida 32801
3. Renaissance Planning Group, Inc.
121 South Orange Avenue, Suite 1200
Orlando, Florida 32801
4. Vanasse Hangen Brustlin, Inc.
225 East Robinson Street, Suite 300
Orlando, Florida 32801
5. Toole Design Group, LLC
8484 Georgia Avenue, Suite 800
Silver Spring, MD 20910

Mr. Dunn left the meeting at 10:12 am.

After careful review and discussion, a motion was made by Mr. Connery to qualify the five firms in category #107 Traffic and Transportation Engineering, and forward the five 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 10:18 am.

Sandra A. Shook
Public Works Administrative Specialist