

DRAFT

RFQ # PSPW-23-20
CCNA Continuing Services for Citywide
Professional Architectural, Engineering, Surveying
and Mapping

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

September 9, 2024

The meeting of the Evaluation Committee (“Committee”) for RFQ # PSPW-23-20 “CCNA Continuing Services for Citywide Professional Architectural, Engineering, Surveying and Mapping” was called to order by Byron Granda-Paez, Assistant Purchasing Manager, at 10:04 AM on Monday, September 9, 2024, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Members Michael Bailey, John England, Giraldo Hernandez and Christina Sorensen. Absent: Member George Wrvs. Also Present: Byron Granda-Paez, Assistant Purchasing Manager, Irene Munarriz, Senior Procurement Specialist, Assistant City Attorney Aylin Ruiz; and Board Secretary Katherine Borgstrom.

Byron Granda-Paez, Assistant Purchasing Manager, presented the purpose of the meeting, which is to evaluate the qualifications of the respondents per discipline and then score each of the proposals based on the weighted category criteria. The total scores for all proposals will be tabulated and each proposal will be ranked accordingly.

The Committee will finalize their scores. The Secretary will tally each evaluator’s score card and rank the vendors according to the total scores. The final outcome will consist of a ranking from each evaluator for all vendors in each

DRAFT

discipline, with no ties showing on each individual evaluator's score card. All scoring ties will be broken by a) dollar amount of work each vendor has previously performed for the City, with the least amount of work receiving the better ranking, or b) by giving preference to a business that certifies it has implemented a drug free workplace program on the Vendor Drug-Free Workplace Certification Form or c) drawn lots, with first vendor pulled receiving the better ranking. The rankings will be read aloud, and the Evaluation Committee will then be asked to recommend a short list number for that discipline.

A motion made by Member Hernandez seconded by Member Bailey to nominate Member Sorensen to serve as Chair, passed unanimously.

Chair Sorensen called for questions or discussion on Discipline A - General Civil and Environmental Engineering Services. The Committee deliberated on the number of vendors to include in the shortlist and, through consensus, agreed to recommend the number of vendors to be shortlisted for each discipline during the motion. The Committee began scoring Discipline A - General Civil and Environmental Engineering Services.

Evaluator Bailey encountered ties in his rankings for vendors Carnahan, Procter and Cross, and CTS Engineering for ranks 2 and 3, as well as for vendors Caltran Engineering Group, Inc. and Universal Engineering Sciences, Inc. for ranks 13 and 14.

The tie for ranks 2 and 3 was resolved by drawing lots, as neither vendor had prior work for the City and both vendors fully comply with the Drug Free Workplace. The Assistant City Attorney drew the lots and selected CTS

DRAFT

Engineering, making CTS Engineering the 2nd ranked vendor and Carnahan, Procter and Cross the 3rd ranked vendor for evaluator Bailey.

Similarly, the tie for ranks 13 and 14 was broken by drawing lots, as neither vendor had any previous work for the City and both vendors fully comply with the Drug Free Workplace. The Assistant City Attorney drew the lots and selected Universal Engineering Sciences, Inc., making them the 13th ranked vendor and thereby making Caltran Engineering Group, Inc the 14th ranked vendor for evaluator Bailey.

The Secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in a three-way tie for ranks 4, 5, and 6 between vendors CTS Engineering, Inc, Craven, Thompson & Associates, Inc, and Miller Legg. The tie was broken by previous work. CTS Engineering, Inc had done the least amount of previous work for the City and as a result was ranked 4th. Craven, Thompson & Associates, Inc, who did the next lowest amount of work for the City, was ranked 5th, and Miller Legg, who did the most amount of previous work for the City, was ranked 6th. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Kimley Horn and Associates, Inc	6	1
CPH, LLC	15	2
Carnahan, Procter and Cross	21	3
CTS Engineering, Inc	23	4
Craven, Thompson & Associates, Inc	23	5
Miller Legg	23	6
R.J. Behar & Company, Inc	24	7
Marlin Engineering, Inc	31	8
HSQ Group, LLC	32	9

DRAFT

Synalovski Romanik Saye, LLC	35	10
McKim & Creed, Inc	41	11
Caltran Engineering Group, Inc	44	12
SRS Engineering, Inc	48	13
Universal Engineering Sciences, Inc	54	14

A motion was made by Member Bailey and seconded by Member England, to accept the ranking for Discipline A - General Civil and Environmental Engineering Services as presented, and to set the short list for the top three vendors for presentations at a later date. Member Hernandez made a substitute motion to make the short list for the top five vendors. Member Bailey amended his motion to short list the top five vendors for presentations and the motion passed unanimously. The five vendors shortlisted for Discipline A were: Kimley Horn and Associates, Inc.; CPH, LLC, Carnahan, Proctor and Cross, CTS Engineering, Inc., and Craven, Thomson and Associates, Inc.

The Chair called for questions about Discipline B - MEP Engineering Services. Members began scoring Discipline B - MEP Engineering Services.

The Secretary entered the scoring and finalized the ranking. Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Kimley Horn and Associates, Inc	8	1
SGM Engineering, Inc	9	2
CPH, LLC	14	3
Synalovski Romanik Saye, LLC	16	4
CTS Engineering, Inc	17	5
Marlin Engineering, Inc	20	6

A motion was made by Member England and seconded by Member Bailey, to accept the ranking for Discipline B - MEP Engineering Services: Kimley Horn

DRAFT

and Associates, Inc, SGM Engineering, Inc. and CPH, LLC as presented, and to set the short list at the top three vendors for presentations at a later date. The motion passed unanimously.

The Chair called for questions about Discipline C - Geotechnical Services. Members began scoring Discipline C - Geotechnical Services.

The Secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in, a tie for ranks 4 and 5, between vendors Marlin Engineering, Inc and Kimely Horn and Associates, Inc. and a tie for ranks 6 and 7, between vendors CTS Engineering, Inc and HSQ Group, LLC.

The tie for ranks 4 and 5 was resolved by previous work for the City. Marlin Engineering had less previous work for the City than Kimely Horn and Associates, Inc. resulting in Marlin Engineering being ranked 4th and Kimely Horn and Associates, Inc. being ranked 5th.

The tie for ranks 6 and 7 was also resolved by previous work for the City. CTS Engineering, Inc has no previous work for the City, whereas HSQ Group, LLC has some previous work. As a result, CTS Engineering, Inc was ranked 6th and HSQ Group, LLC was ranked 7th. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Universal Engineering Sciences, Inc	6	1
Synalovski Romanik Saye, LLC	15	2
R.J. Behar & Company, Inc	17	3
Marlin Engineering, Inc	20	4
Kimley Horn and Associates, Inc	20	5

DRAFT

CTS Engineering, Inc	21	6
HSQ Group, LLC	21	7
CPH, LLC	24	8

A motion was made by Member Hernandez and seconded by Member Bailey, to accept the ranking for Discipline C - Geotechnical Services as presented, and to set the short list at the top three vendors: Universal Engineering Sciences, Inc., Synalovski Romanik Saye, LLC, and R.J. Behar & Company, Inc for presentations at a later date. The motion passed unanimously.

The Chair called for questions about Discipline D -Structural Engineering Services. Members began scoring Discipline D - Structural Engineering Services.

The Secretary entered the scoring and finalized the ranking. Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Kimley Horn and Associates, Inc	5	1
R.J. Behar & Company, Inc	12	2
CPH, LLC	15	3
Synalovski Romanik Saye, LLC	16	4
Marlin Engineering, Inc	17	5
CTS Engineering, Inc	19	6

A motion was made by Member Bailey and seconded by Member England, to accept the ranking for Discipline D - Structural Engineering Services as presented, and to set the short list at the top three vendors: Kimley Horn and Associates, Inc., R.J. Behar & Company, Inc. and CPH, LLC for presentations at a later date. The motion passed unanimously.

Bu consensus, the Committee took a lunch break at 1:21 P.M. after sending their remaining five discipline score sheets to the Secretary. During the lunch

DRAFT

break, the Secretary compiled and completed the remaining five discipline score sheets to be ready for discussion and motions when the Committee returned to the meeting. The Committee resumed the meeting at 2:30 P.M.

The Chair called for questions about Discipline E - Land Surveying Services. The secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in a three-way tie for ranks 6, 7, and 8 between vendors Control Point Associates, Kimely Horn and Associates, Inc, and Marlin Engineering Inc. The tie was resolved by previous work. Control Point Associates having the least amount of previous work for the City, was ranked 6, Marlin Engineering Inc. had the second lowest amount of previous work, resulting in them being ranked 7th, and Kimely Horn and Associates, Inc., who had the most amount of previous work, was ranked 8th. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Miller Legg	11	1
Craven, Thompson & Associates, Inc	14	2
Avirom & Associates, Inc	19	3
Carnahan, Proctor and Cross	22	4
CPH, LLC	24	5
Control Point Associates	29	6
Marlin Engineering, Inc	29	7
Kimley Horn and Associates, Inc	29	8
HSQ Group, LLC	32	9
Synalovski Romanik Saye, LLC	34	10
Marketing Manager	35	11
CTS Engineering, Inc	39	12
R.J. Behar & Company, Inc	46	13

A motion was made by Member Hernandez and seconded by Member England, to accept the ranking for Discipline E - Land Surveying Services as

DRAFT

presented, and to set the short list at the top three vendors: Miller Legg, Craven, Thompson & Associates, Inc. and Avirom & Associates, Inc. for presentations at a later date. The motion passed unanimously

The Chair called for questions about Discipline F - General Architectural Services.

Evaluator Bailey experienced a tie during his evaluation for ranks 10 and 11, for vendors BEA Architects and Peacock Architects.

Evaluator Bailey's tie for ranks 10 and 11 was resolved by drawing lots, as neither vendor had any previous work for the City and both vendors fully comply with the Drug Free Workplace. The Assistant City Attorney drew the lots and selected BEA Architects, making BEA Architects the 10th ranked vendor and Peacock Architects the 11th ranked vendor for evaluator Bailey.

Evaluator England also experienced a tie during his evaluation for ranks 10 and 11, for vendors CTS Engineering and R.E. Chisholm Architects, Inc.

Evaluator England's tie for rank 10 and 11 was resolved by drawing lots, as neither vendor had any previous work for the City and both vendors fully comply with the Drug Free Workplace. The Assistant City Attorney drew the lots and selected CTS Engineering, resulting in CTS Engineering being ranked 10th and R.E. Chisholm Architects, Inc ranking 11th for evaluator England.

The Secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in a tie for rank 1 and 2 between vendors ACAI Associates, Inc and Saltz Michelson Architects. The tie was resolved by previous work. ACAI Associates, Inc had no previous work for the City, resulting in them being ranked

DRAFT

1st and Saltz Michelson Architects was ranked 2nd, as they had previous work for the City. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
ACAI Associates, Inc	12	1
Saltz Michelson Architects	12	2
Synalovski Romanik Saye, LLC	13	3
CPZ Architects, Inc	17	4
R.E. Chisholm Architects, Inc	25	5
BEA Architects	26	6
CPH, LLC	27	7
JSA Group, Inc	29	8
Peacock Architect	33	9
R.J. Behar & Company, Inc	37	10
CTS Engineering, Inc	39	11
Marlin Engineering, Inc	42	12

A motion was made by Member Hernandez and seconded by Member Bailey, to accept the ranking for Discipline F - General Architectural Services as presented, and to set the short list at the top five vendors: ACAI Associates, Inc., Saltz Michelson Architects, Synalovski Romanik Saye, LLC, CPZ Architects, Inc., and R.E. Chisholm Architects, Inc for presentations at a later date. The motion passed unanimously.

The Chair called for questions about Discipline G - Landscape Architecture Services. Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Miller Legg	8	1
Craven, Thompson & Associates, Inc	11	2
Kimley Horn and Associates, Inc	12	3
CPH, LLC	19	4
HSQ Group, LLC	21	5
Synalovski Romanik Saye, LLC	24	6

DRAFT

CTS Engineering, Inc	26	7
Marlin Engineering, Inc	29	8
R.J. Behar & Company, Inc	30	9

A motion was made by Member Hernandez and seconded by Member England, to accept the ranking for Discipline G - Landscape Architecture Services as presented, and to set the short list at the top three vendors: Miller Legg, Craven, Thompson & Associates, Inc. and Kimley Horn and Associates, Inc., for presentations at a later date. The motion passed unanimously.

The Chair called for questions about Discipline H - Hydro-Geological Services.

The secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in a tie for ranks 1 and 2 between vendors CTS Engineering, Inc and CPH, LLC. The tie was resolved by previous work. CTS Engineering, Inc had no previous work for the City, resulting in the vendor being ranked 1st and CPH, LLC, who had previous work for the City, ranked 2nd. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
CTS Engineering, Inc	6	1
CPH, LLC	6	2

A motion was made by Member England and seconded by Member Hernandez, to accept the ranking for Discipline H - Hydro-Geological Services as presented, and to set the short list at the two vendors: CTS Engineering, Inc. and CPH, LLC for presentations at a later date. The motion passed unanimously.

DRAFT

The Chair called for questions about Discipline I - FDOT Roadway Engineering Services.

The Secretary entered the scoring and tabulated the overall ranking. The tabulation resulted in a tie for ranks 1, 2, between vendors Caltran Engineering Group, Inc and Marlin Engineering, Inc, and ranks 3 and 4, between vendors CTS Engineering, Inc and Kimley Horn and Associates, Inc.

The tie for ranks 1 and 2 was resolved by previous work. Caltran Engineering Group, Inc had no previous work, so they were ranked 1st. Marlin Engineering, Inc had previous work for the City so they were ranked 2nd.

The tie for ranks 3 and 4 was resolved by previous work. CTS Engineering, Inc. has no previous work, so they were ranked 3rd. Kimley Horn and Associates, Inc. had previous work for the City, so they were ranked 4th. The Secretary finalized the ranking based on the tiebreaker results.

Chair Sorensen read the results of the scoring as:

Company	Score	Rank
Caltran Engineering Group, Inc	11	1
Marlin Engineering, Inc	11	2
CTS Engineering, Inc	13	3
Kimley Horn and Associates, Inc	13	4
R.J. Behar & Company, Inc	16	5
CPH, LLC	23	6
HSQ Group, LLC	25	7

A motion was made by Member Hernandez and seconded by Member Bailey, to accept the ranking for Discipline I - FDOT Roadway Engineering Services as presented, and to set the short list at the top three vendors: Caltran

DRAFT

Engineering Group, Inc., Marlin Engineering, Inc. and CTS Engineering, Inc. for presentations at a later date. The motion passed unanimously.

Committee Members discussed presentations and how to divide this large group for presentations.

A motion was made by Member Bailey and seconded by Member Hernandez, to have presentations over two days. Disciplines B - MEP Engineering Services, D - Structural Engineering Services, F - General Architectural Services, and G - Landscape Architecture Services would be covered on the first day, and Disciplines A - General Civil and Environmental Engineering Services, C - Geotechnical Services, E - Land Surveying Services, H - Hydro-Geological Services, and I - FDOT Roadway Engineering Services would be covered on the second day. The motion also included allowing five minutes for each vendor to present their company and scope of work and then fifteen minutes for the Committee to ask questions of the vendor. The motion passed unanimously.

A motion made by Member Hernandez and seconded by Member Bailey to adjourn the meeting at 3:52 P.M., passed unanimously.

Respectfully submitted,

Katherine Borgstrom
Board Secretary