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RFQ # PSEN 22-01
CCNA Continuing Services for
Transportation and General
Civil Engineering Projects

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

May 23, 2022

The meeting of the Evaluation Committee (“Committee”) for RFQ # PSEN 22-01, “CCNA Continuing Services for Transportation and General Civil Engineering Projects” was called to order by Gabriel Fernandez, Purchasing Manager at 9:06 A.M., on Monday May 23, 2022, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Chair Michael Stamm, Members Michael Bailey, John England and Karl Kennedy. Member George Wrves was not present. Also Present: Gabriel Fernandez, Purchasing Manager; Irene Munarriz, Purchasing; Assistant City Attorney Danielle Schwabe; and Board Secretary Katherine Borgstrom.

Gabriel Fernandez, Purchasing Manager, presented the purpose of the meeting, which is for the Committee to publicly review and rank presentations and proposals of the previously short listed vendors. The Committee will be asked to consider each vendor according to the criteria provided in their package and score the proposals according to the percentage allotment afforded to each criteria. 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 end result will be a final ranking by each member of all vendors listed and no ties

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on the individual evaluators score cards. The rankings will be read aloud and the Evaluation Committee will then be asked to recommend to the City Commission to approve the rankings and direct the City Manager to negotiate a contract with the top ranked vendor.

A motion by Member Bailey, seconded by Member Kennedy, to approve the minutes of the May 18, 2022 meeting as presented, passed unanimously.

Chair Stamm called for questions or discussion and there was none. The meeting was closed to the public at 9:08 A.M. and vendors began making their presentations. All vendors presented via WebEx.

The meeting was opened to the public at 11:56 A.M. The Committee members indicated they had nothing further to discuss. The Committee began scoring at 11:57 A.M.

The Secretary entered the scoring and finalized the rankings. At 12:18 P.M. Gabriel Fernandez read the results of the scoring as follows:

Company	Score	Rank
CPH, Inc.	11	1
Carnahan, Proctor & Cross, Inc.	12	2
Marlin Engineering, Inc.	13	3
Kimley-Horn and Associates, Inc.	13	4
Craven, Thompson & Associates, Inc.	17	5
R.J. Behar & Company, Inc.	18	6
M&J Engineering P.C. d/b/a J&M Engineering P.C.	28	7

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A motion by Member Bailey, seconded by Member Kennedy to recommend the City Commission approve the results of the Committee's rankings and direct the City Manager to negotiate a contract for RFQ # PSEN 22-01 Continuing Services for Transportation and General Civil Engineering Projects with CPH, Inc., and if an agreement cannot be reached, the City Manager should work with the second ranked vendor, Carnahan, Proctor & Cross, Inc., for negotiation of contract, passed unanimously.

A motion by Member Bailey, seconded by Member English, to adjourn at 12:21 P.M. passed unanimously.

Respectfully submitted,

Katherine Borgstrom
Board Secretary