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PSEN 18 02 Professional Service Providers
Architectural, Engineering, Surveying
& Mapping

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

August 14, 2018

The meeting of the Evaluation Committee (“Committee”) for PSEN 18 02 Professional Service Providers (Architectural, Engineering, Surveying & Mapping) was called to order by Gabriel Fernandez on Tuesday, August 14, 2018, in the Large Conference Room, City of Pembroke Pines Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Members John England, Riley Smith, and George Wrvs. Also Present: Gabriel Fernandez, Purchasing Manager; Assistant City Attorney Ian Singer; 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 all proposals. The committee will be asked to consider each vendor according to the criteria provided in their package; then score the proposals according to the percentage allotment afforded to each criteria. The committee will finalize their scores. The City Clerk will tally each evaluator’s score card and rank the score cards according to the total scores. The end result will be a final ranking by each member of all vendors listed and no ties 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 a pool of vendors for future projects.

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A motion by Member Smith, seconded by Member England, to nominate Member Wrvles to serve as Chairman, passed unanimously.

Chairman Wrvles called for questions or discussion. Members discussed two vendors and how they completed required documents in their package.

A motion by Member England, seconded by Chairman Wrvles, to deem SSN Engineering, LLC as not qualified due to not selecting any options on the Sworn Statement on Public Entity Crimes form, passed unanimously.

A motion by Member England, seconded by Member Smith, to deem Professional Service Industries, Inc. as not qualified for response in the negative for compliance with the Equal Benefits Code, passed unanimously.

Members discussed the size of the pool of vendors that should be qualified to send to the City Commission.

A motion by Member England, seconded by Member Smith to take the top ten ranked vendors for City Commission approval as the pool of vendors passed by the following vote: Aye – Members England and Smith; Nay – Chairman Wrvles.

The members began scoring the vendors. The Secretary entered the scoring and finalized the ranking.

At 10:42 A.M. Gabriel Fernandez read the results of the scoring as:

Company	Score	Rank
CPH, Inc.	13	1
Calvin, Giordano & Associates, Inc.	14	2
Carollo Engineers, Inc.	22	3
CES Consultants, Inc.	26	4
Tierra South Florida, Inc.	27	5

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Keith and Schnars, P.A.	27	6
Kimley-Horn and Associates, Inc.	34	7
Miller Legg & Associates, Inc.	35	8
Saltz Michelson Architects, Inc.	37	9
Chen Moore and Associates, Inc.	37	10
Synalovski Romanik Saye, LLC	37	11
Cartaya and Associates, P.A.	39	12
R.J. Behar & Company, Inc.	42	13
EBS Engineering, Inc.	43	14
Debora L. Fields (DL Fields Consultants, LLC)	50	15
MARLIN Engineering, Inc.	50	16
Premiere Design Solutions	56	17
CPZ Architects, Inc.	58	18
A.D.A. Engineering, Inc.	58	19
Craven, Thompson & Associates, Inc.	59	20
Bailey Engineering Consultants, Inc.	63	21
GFA International, Inc.	63	22
CES Engineering Services, LLC (Consulting Engineering Services)	63	23
Connect Consulting, Inc.	67	24
Lakdas-Yohalem Engineering, Inc.	67	25
Slattery & Associates Architects Planners, Inc.	69	26
Ingemel S.A. LLC	72	27
Baxter & Woodman, Inc. (Matthews Consulting)	74	28
AMBRO, Inc.	74	29
Engenuity Group, Inc.	75	30
Netta Architects, LLC	77	31
Florida Technical Consultants, LLC	79	32
Avirom & Associates, Inc.	81	33
Biscayne Engineering Company, Inc.	84	34
3FM Engineering, Inc.	86	35
Professional Service Industries, Inc.	N/Q	N/Q
SSN Engineering, LLC	N/Q	N/Q

Due to ties in the final tally, the following motions were made to break all ties:

A motion by Member England, seconded by Member Smith to rank Tierra south Florida, Inc. #5 and Keith and Schnars, P.A. #6, passed unanimously.

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A motion by Member Smith, seconded by Chairman Wrves to rank Saltz Michelson Architects, Inc. #9, Chen Moore and Associates, Inc. #10 and Synalovski Romanik Saye, LLC #11, passed unanimously.

A motion by Member England, seconded by Member Smith to rank Debora L. Fields (DL Fields consultants, LLC) #15 and Marlin Engineering, Inc. #16, passed unanimously.

A motion by Member England, seconded by Member Smith to rank CPZ Architects, Inc. #18 and A.D.A. Engineering, Inc. #19, passed unanimously.

A motion by Member England, seconded by Member Smith to rank Bailey Engineering Consultants, Inc. #21, GFA International, Inc. #22, and CES Engineering Services, LLC (Consulting Engineering Services) #23, passed unanimously.

A motion by Member Smith, seconded by Member England to rank Connect Consulting, Inc. #24 and Lakdas-Yohalem Engineering, Inc. #25, passed unanimously.

A motion by Member Smith, seconded by Member England to rank Baxter & Woodman, Inc. (Matthews Consulting) #28 and AMBRO, Inc. #29, passed unanimously.

Members again discussed the size of the vendor pool to send to City Commission. Mark Gomes, Procurement Director, offered that if they left the pool at the top ten ranked vendors as previously discussed, they would have at least three professional service providers in each of the ten disciplines, except for the

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Hydro-Geological Services discipline, which would only have two professional service providers. Chairman Wrves passed the gavel to Member England.

A motion by Chairman Wrves to include all 35 vendors ranked as qualified in the pool of vendors to be sent to City Commission. The motion died for lack of second.

A motion by Member Smith, seconded by Member England, to recommend to the City Commission that the top ten ranked vendors be accepted as the pool of vendors for PSEN 18 02 Professional Service Providers (Architectural, Engineering, Survey & Mapping), passed by the following vote: Aye – Members England and Smith; Nay – Chairman Wrves. Those top ten vendors are as follows: CPH, Inc., Giordano & Associates, Inc., Carollo Engineers, Inc., CES Consultants, Inc., Tierra South Florida, Inc., Keith and Schnars, P.A., Kimley-Horn and Associates, Inc., Miller Legg & Associates, Inc., Saltz Michelson Architects, Inc., and Chen Moore and Associates, Inc.

Chairman Wrves adjourned the meeting at 11:03 A.M.

Respectfully submitted,

Katherine Borgstrom
Board Secretary

Summary of All Scores
PSEN-18-02
"Professional Service Providers
(Architectural, Engineering, Surveying & Mapping)"

Evaluation Committee Score Sheet

Monday, August 13, 2018

	Evaluator/Vendor	Riley Smith	George Wvres	John England	Total	Rank
8	CPH, Inc.	7	1	5	13	1
26	Calvin, Giordano & Associates, Inc.	2	10	2	14	2
9	Carollo Engineers, Inc.	14	4	4	22	3
11	CES Consultants, Inc.	4	15	7	26	4
17	Tierra South Florida, Inc.	18	6	3	27	5
37	Keith and Schnars, P.A.	11	2	14	27	6
30	Kemley-Horn and Associates, Inc.	1	23	10	34	7
7	Miller Legg & Associates, Inc.	20	3	12	35	8
31	Saltz Michelson Architects, Inc.	3	25	9	37	9
20	Chen Moore and Associates, Inc.	13	7	17	37	10
25	Synalovski Romanik Saye, LLC	15	14	8	37	11
29	Cartaya and Associates, P.A.	12	26	1	39	12
22	R.J. Behar & Company, Inc.	5	31	6	42	13
13	EBS Engineering, Inc.	10	5	28	43	14
32	Debora L. Fields (DL Fields Consultants, LLC)	31	8	11	50	15
23	MARLIN Engineering, Inc.	16	21	13	50	16
35	Premiere Design Solutions	9	24	23	56	17
1	CPZ Architects, Inc.	21	13	24	58	18
19	A.D.A. Engineering, Inc.	8	32	18	58	19
4	Craven, Thompson & Associates, Inc.	6	34	19	59	20
3	Bailey Engineering Consultants, Inc.	26	17	20	63	21
6	GFA International, Inc.	25	16	22	63	22
16	CES Engineering Services, LLC (Consulting Engineering Services)	27	3	33	63	23
10	Connect Consulting, Inc.	23	19	25	67	24
33	Lakdas-Yohalem Engineering, Inc.	22	30	15	67	25
5	Slattery & Associates Architects Planners, Inc.	30	12	27	69	26
24	Ingemel S.A. LLC	28	28	16	72	27
21	Baxter & Woodman, Inc. (Matthews Consulting)	17	27	30	74	28
2	AMBRO, Inc.	24	18	32	74	29
15	Engenuity Group, Inc.	19	35	21	75	30
36	Netta Architects, LLC	34	9	34	77	31
28	Florida Technical Consultants, LLC	33	11	35	79	32
12	Avirom & Associates, Inc.	30	20	31	81	33
27	Biscayne Engineering Company, Inc.	29	29	26	84	34
14	3FM Engineering, Inc.	35	22	29	86	35
18	Professional Service Industries, Inc.	NQ	NQ	NQ	99	NQ
34	SSN Engineering, LLC	NQ	NQ	NQ	99	NQ

Certifier of Score

Katherine Borgstein

Please Print Name

Katherine Borgstein

Signature

8/14/2018

Date

PSEN-18-02
"Professional Service Providers
(Architectural, Engineering, Surveying & Mapping)"

ATTACHMENT A

Evaluator Score Sheet
August 13, 2018

Instructions:

Each Evaluator is provided with the following information to assist with evaluating the proposals


- 1) RFP # PSEN-18-02 "Professional Service Providers (Architectural, Engineering, Surveying & Mapping)"
- 2) Bid Tabulation/Listing Sheet
- 3) Proposals from each firm

Each Evaluator is asked to evaluate each firm using the information provided and the following weighted criteria which is also provided in detail in the RFP:

- | | |
|---|-----|
| 1) Capabilities | 30% |
| 2) Adequacy of Personnel | 20% |
| 3) Past Record | 20% |
| 4) Experience (of the firm or individual) | 25% |
| 5) Certified Minority Business Enterprise | 5% |

The Evaluation Committee will have an opportunity to discuss the firm's proposal. Once the Committee has completed the discussion on the individual firm, the committee will be asked to take into consideration the criteria listed above and score the proposal according to the percentage allotment afforded to each criteria. See example below. This step will take place for each of the firms. Once all firms have been reviewed, the committee will be given time to finalize their scores for each of the firms. Once the score cards are complete, the City Clerk will tally each evaluator's score card. For each evaluator's score card, the total score will then be ranked 1-37 with the highest score receiving a 1 and the lowest score receiving a 37. Once the scores have been read, an evaluating member of the committee must make a motion, which must be approved by majority vote of the committee.

Vendor Name		Evaluation Criteria					Total Maximum 100%	Rank (1-37)	Comments
		Capabilities Maximum 30%	Adequacy of Personnel Maximum 20%	Past Record Maximum 20%	Experience (of the firm or individual) Maximum 25%	Certified Minority Business Enterprise Maximum 5%			
Example		25%	20%	18%	20%	5%	88%		
1	CPZ Architects, Inc.	10%	18%	19%	25%	0%	72%	21	
2	AMBRO, Inc.	15%	15%	10%	23%	5%	68%	24	
3	Bailey Engineering Consultants, Inc.	10%	15%	18%	23%	0%	66%	26	
4	Craven, Thompson & Associates, Inc.	20%	20%	20%	25%	0%	85%	6	
5	Slattery & Associates Architects Planners, Inc.	10%	15%	10%	20%	0%	55%	30	
6	GFA International, Inc.	10%	20%	18%	20%	0%	68%	25	
7	Miller Legg & Associates, Inc.	15%	18%	15%	25%	0%	73%	20	
8	CPH, Inc.	25%	20%	15%	25%	0%	85%	7	
9	Carollo Engineers, Inc.	15%	20%	20%	25%	0%	80%	14	
10	Connect Consulting, Inc.	10%	15%	20%	23%	0%	68%	23	
11	CES Consultants Inc.	25%	20%	20%	25%	5%	95%	4	
12	Avirom & Associates, Inc.	10%	10%	15%	20%	0%	55%	30	
13	EBS Engineering, Inc.	15%	18%	20%	25%	5%	83%	10	
14	3FM Engineering, Inc.	10%	10%	5%	15%	5%	45%	35	
15	Engenuity Group, Inc.	15%	20%	10%	25%	5%	75%	19	
16	CES Engineering Services, LLC (Consulting En	10%	20%	15%	20%	0%	65%	27	
17	Tierra South Florida, Inc.	10%	20%	20%	20%	5%	75%	18	
18	Professional Service Industries, Inc.	0%	0%	0%	0%	0%	0%	NQ	
19	A.D.A. Engineering, Inc.	15%	20%	20%	25%	5%	85%	8	
20	Chen Moore and Associates, Inc.	15%	20%	20%	25%	0%	80%	13	
21	Baxter & Woodman, Inc. (Matthews Consulting)	15%	20%	20%	25%	0%	80%	17	
22	R.J. Behar & Company, Inc.	15%	20%	20%	25%	5%	85%	5	
23	MARLIN Engineering, Inc.	10%	20%	20%	25%	5%	80%	16	
24	Ingemel S.A. LLC	20%	15%	15%	20%	5%	75%	28	
25	Synaloveki Romanik Saye, LLC	10%	20%	20%	25%	5%	80%	15	
26	Calvin, Giordano & Associates, Inc.	30%	20%	20%	25%	0%	95%	2	
27	Bleayne Engineering Company, Inc.	10%	20%	18%	22%	0%	70%	29	
28	Florida Technical Consultants, LLC	5%	10%	15%	20%	0%	50%	33	
29	Cartaya and Associates, P.A.	10%	20%	20%	25%	5%	80%	12	
30	Kemley-Horn and Associates, Inc.	30%	20%	20%	25%	0%	95%	1	
31	Saltz Michelson Architects, Inc.	30%	20%	20%	25%	0%	95%	3	
32	Debra L. Fields (DL Fields Consultants, LLC)	10%	15%	10%	20%	5%	60%	31	
33	Lakdas-Yohalem Engineering, Inc.	10%	18%	18%	20%	5%	71%	22	
34	SSN Engineering, LLC	0%	0%	0%	0%	0%	0%	NQ	
35	Premiere Design Solutions	15%	18%	20%	25%	5%	83%	9	
36	Netta Architects, LLC	10%	15%	7%	15%	0%	47%	34	
37	Keith and Schnars, P.A.	15%	20%	20%	25%	0%	80%	11	



 Evaluator's Name: Eric S. Smith

 Date: 8/14/2018

 Date: 8/14/2018

PSEN-18-02
"Professional Service Providers
(Architectural, Engineering, Surveying & Mapping)"

Evaluator Score Sheet
August 13, 2018

ATTACHMENT A

Instructions:

Each Evaluator is provided with the following information to assist with evaluating the proposals:

- 1) RFP # PSEN-18-02 - Professional Service Providers (Architectural, Engineering, Surveying & Mapping)
- 2) Bid Tabulation/Listing Sheet
- 3) Proposals from each firm

Each Evaluator is asked to evaluate each firm using the information provided and the following weighted criteria which is also provided in detail in the RFP.

- 1) Capabilities 30%
- 2) Adequacy of Personnel 20%
- 3) Past Record 20%
- 4) Experience (of the firm or individual) 25%
- 5) Certified Minority Business Enterprise 5%

The Evaluation Committee will have an opportunity to discuss the firm's proposal. Once the Committee has completed the discussion on the individual the firm, the committee will be asked to take into consideration the criteria listed above and score the proposal according to the percentage allotment afforded to each criteria. See example below. This step will take place for each of the firms. Once all firms have been reviewed, the committee will be given time to finalize their scores for each of the firms. Once the score cards are complete, the City Clerk will tally each evaluator's score card. For each evaluator's score card, the total scores will then be ranked 1 - 37 with the highest score receiving a 1 and the lowest score receiving a 37. Once the scores have been read, an evaluating member of the committee must make a motion, which must be approved by majority vote of the committee.

Vendor Name		Evaluation Criteria					Total	Rank	Comments
		Capabilities Maximum 30%	Adequacy of Personnel Maximum 20%	Past Record Maximum 20%	Experience of the Firm or Individual Maximum 25%	Certified Minority Business Enterprise Maximum 5%			
Sample		25%	20%	15%	20%	5%	85%		
1	CPZ Architects, Inc.	24%	18%	18%	24%	0%	84%	24	
2	AMBRO, Inc.	21%	15%	15%	20%	5%	76%	32	
3	Bailey Engineering Consultants, Inc.	28%	17%	17%	23%	0%	85%	20	
4	Craven, Thompson & Associates, Inc.	27%	18%	17%	23%	0%	85%	19	
5	Slattery & Associates Architects Planners, Inc.	26%	16%	16%	23%	0%	81%	27	
6	GFA International, Inc.	27%	17%	18%	23%	0%	85%	22	
7	Miller Legg & Associates, Inc.	28%	18%	18%	23%	0%	87%	12	
8	CPH, Inc.	29%	18%	16%	24%	0%	89%	5	
9	Carollo Engineers, Inc.	29%	18%	16%	24%	0%	89%	4	
10	Connect Consulting, Inc.	27%	17%	17%	23%	0%	84%	25	
11	CES Consultants Inc.	25%	17%	17%	23%	5%	87%	7	
12	Avirom & Associates, Inc.	24%	16%	16%	22%	0%	78%	31	
13	EBS Engineering, Inc.	24%	15%	15%	21%	5%	80%	28	
14	3FM Engineering, Inc.	24%	15%	15%	20%	5%	79%	29	
15	Engenuity Group, Inc.	26%	17%	16%	21%	5%	85%	21	
16	CES Engineering Services, LLC (Consulting En	25%	15%	15%	21%	0%	76%	33	
17	Tierra South Florida, Inc.	28%	17%	18%	23%	5%	91%	3	
18	Professional Service Industries, Inc.						0%		
19	A.D.A. Engineering, Inc.	25%	16%	17%	23%	5%	86%	18	
20	Chen Moore and Associates, Inc.	28%	17%	18%	23%	0%	86%	17	
21	Baxter & Woodman, Inc. (Matthews Consulting)	25%	17%	16%	21%	0%	79%	30	
22	R.J. Behar & Company, Inc.	27%	17%	17%	23%	5%	89%	6	
23	MARLIN Engineering, Inc.	27%	16%	17%	22%	5%	87%	13	
24	Ingemil S.A. LLC	24%	17%	17%	23%	5%	86%	16	
25	Synalovski Romanik Saye, LLC	24%	17%	18%	23%	5%	87%	8	
26	Calvin, Giordano & Associates, Inc.	29%	19%	19%	24%	0%	91%	2	
27	Biscayne Engineering Company, Inc.	26%	17%	17%	22%	0%	82%	26	
28	Florida Technical Consultants, LLC	25%	15%	15%	21%	0%	76%	35	
29	Cartaya and Associates, P.A.	29%	17%	18%	24%	5%	93%	1	
30	Kemley-Horn and Associates, Inc.	28%	18%	17%	24%	0%	87%	10	
31	Saltz Michelson Architects, Inc.	27%	18%	18%	24%	0%	87%	9	
32	Debra L. Fields (DL Fields Consultants, LLC)	24%	18%	17%	23%	5%	87%	11	
33	Lakdas-Yohalem Engineering, Inc.	27%	18%	16%	22%	5%	86%	15	
34	SSN Engineering, LLC								
35	Premiere Design Solutions	26%	16%	16%	22%	5%	85%	23	
36	Netta Architects, LLC	25%	15%	15%	21%	0%	76%	34	
37	Keith and Schnars, P.A.	28%	18%	17%	23%	0%	86%	14	

Certifier of Score

Please Print Name

Date

PSEN-18-02
"Professional Service Providers
(Architectural, Engineering, Surveying & Mapping)"

ATTACHMENT A

Evaluator Score Sheet
August 13, 2018

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- | | |
|---|-----|
| 1) Capabilities | 30% |
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| 3) Past Record | 20% |
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The Evaluation Committee will have an opportunity to discuss the firm's proposal. Once the Committee has completed the discussion on the individual firm, the committee will be asked to take into consideration the criteria listed above and score the proposal according to the percentage allotment afforded to each criteria. See example below. This step will take place for each of the firms. Once all firms have been reviewed, the committee will be given time to finalize their scores for each of the firms. Once the score cards are complete, the City Clerk will tally each evaluator's score card. For each evaluator's score card, the total scores will then be ranked 1 - 37 with the highest score receiving a 1 and the lowest score receiving a 37. Once the scores have been read, an evaluating member of the committee must make a motion, which must be approved by majority vote of the committee.

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Sample		25%	20%	15%	20%	0%	80%		
1	CPZ Architects, Inc.	30%	20%	20%	25%	0%	95%	13	
2	AMBRO, Inc.	30%	20%	20%	25%	5%	100%	18	
3	Bailey Engineering Consultants, Inc.	30%	20%	20%	25%	0%	85%	17	
4	Craven, Thompson & Associates, Inc.	30%	20%	20%	25%	0%	95%	34	
5	Slattery & Associates Architects Planners, Inc.	30%	20%	20%	25%	0%	95%	12	
6	GFA International, Inc.	30%	20%	20%	25%	0%	95%	16	
7	Miller Legg & Associates, Inc.	30%	20%	20%	25%	0%	95%	3	
8	CPH, Inc.	30%	20%	20%	25%	0%	95%	1	
9	Carollo Engineers, Inc.	30%	20%	20%	25%	0%	95%	4	
10	Connect Consulting, Inc.	30%	20%	20%	25%	0%	95%	19	
11	CES Consultants Inc.	30%	20%	20%	25%	5%	100%	15	
12	Aviom & Associates, Inc.	30%	20%	20%	25%	0%	95%	20	
13	EBS Engineering, Inc.	30%	20%	20%	25%	5%	100%	5	
14	3FM Engineering, Inc.	30%	20%	20%	25%	5%	100%	22	
15	Engenuity Group, Inc.	30%	20%	20%	25%	5%	100%	35	
16	CES Engineering Services, LLC (Consulting En	30%	20%	20%	25%	0%	95%	3	
17	Tierra South Florida, Inc.	30%	20%	20%	25%	5%	100%	6	
18	Professional Service Industries, Inc.	0%	0%	0%	0%	0%	0%	NQ	
19	A D A Engineering, Inc.	30%	20%	20%	25%	5%	100%	32	
20	Chen Moore and Associates, Inc.	30%	20%	20%	25%	0%	95%	7	
21	Baxter & Woodman, Inc. (Matthews Consulting)	30%	20%	20%	25%	0%	95%	27	
22	R J Behar & Company, Inc.	30%	20%	20%	25%	5%	100%	31	
23	MARLIN Engineering, Inc.	30%	20%	20%	25%	5%	100%	21	
24	Ingeme! S.A. LLC	30%	20%	20%	25%	5%	100%	28	
25	Synalovski Romanik Saye, LLC	30%	20%	20%	25%	5%	100%	14	
26	Calvin, Giordano & Associates, Inc.	30%	20%	20%	25%	0%	95%	10	
27	Biscayne Engineering Company, Inc.	30%	20%	20%	25%	0%	95%	29	
28	Florida Technical Consultants, LLC	30%	20%	20%	25%	0%	95%	11	
29	Carlata and Associates, P.A.	30%	20%	20%	25%	5%	100%	26	
30	Kemley-Horn and Associates, Inc.	30%	20%	20%	25%	0%	95%	23	
31	Saltz Michelson Architects, Inc.	30%	20%	20%	25%	0%	95%	25	
32	Debora L. Fields (DL Fields Consultants, LLC)	30%	20%	20%	25%	5%	100%	8	
33	Lakdas-Yohalem Engineering, Inc.	30%	20%	20%	25%	5%	100%	30	
34	SSN Engineering, LLC	0%	0%	0%	0%	0%	0%	NQ	
35	Premiere Design Solutions	30%	20%	20%	25%	5%	100%	24	
36	Netta Architects, LLC	30%	20%	20%	25%	0%	95%	9	
37	Keith and Schnars, P.A.	30%	20%	20%	25%	0%	95%	2	

Certifier of Score:

Debra W. Wines 8/14/18
Please Print Name Date
[Signature] 8/14/18