

# DRAFT

RFQ PSUT 19 01  
Power Electrical Engineering Services  
For the Utilities Division

CITY OF PEMBROKE PINES, FL  
EVALUATION COMMITTEE

July 22, 2019

The meeting of the Evaluation Committee ("Committee") for RFQ PSUT 19 01 Power Electrical Engineering Services for the Utilities Division was called to order by Gabriel Fernandez at 2:13 P.M. on Monday, July 22, 2019, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Chairman Giraldo Hernandez, Members Jonathan Cooper, Karl Kennedy, Paul Thompson and George Wrvles. Also Present: Gabriel Fernandez, Purchasing Manager, Eric Perjuste, Project Staff, Vincent Toranza, Intern Project Staff, 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 presentations and proposals and discuss with each short-listed vendor their qualifications, approach to the project, and ability to furnish the required services. A final tabulation of rankings from the member will produce a top-ranked vendor which the Committee will recommend to the City Commission for award of the RFQ and negotiation of contract.

A motion by Member Kennedy, seconded by Member Wrvles, to accept the minutes of the July 1, 2019 as received meeting passed unanimously.

# DRAFT

Member Cooper made comments of his understanding of what the projects will require from the vendors. There was no other discussion before the presentations. The meeting was closed to the public at 2:20 P.M. and the three vendors made their presentations.

The meeting was opened to the public at 3:30 P.M. and there was short discussion concerning time limits for presentations in future evaluation committee meetings. There was no other discussion and members began scoring at 3:49 P.M. The secretary entered the scores and ranking from each Member into the computer which produced a summary sheet of scoring and ranking. Four members used electronic scoring, via email to Secretary, one member used hard paper copy for scoring.

Gabriel Fernandez announced the ranking from most favorable to least favorable.

<b>Company</b>	<b>Score</b>	<b>Rank</b>
Hillers Electrical Engineering, Inc.	5	1
Smith Engineering Consultants, Inc.	10	2
SGM Engineering, Inc.	15	3

A motion by Member Cooper, seconded by Member Kennedy, to request the City Commission award PSUT 19 01 Power Electrical Engineering Services for the Utilities Division to Hillers Electrical Engineering, Inc., and to instruct the City Manager to negotiate a contract with the same, passed unanimously.

There was no other discussion. Chairman Hernandez adjourned the meeting at 3:54 P.M.

# DRAFT

Respectfully submitted,

Katherine Borgstrom  
Board Secretary