

DRAFT

RFQ PSEN 20-02
Civil Engineering and Land Surveying
Services for Taft Street Swale Grading

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

March 3, 2021

The meeting of the Evaluation Committee ("Committee") for RFQ PSEN 20-02 "Civil Engineering and Land Surveying Services for Taft Street Swale Grading" was called to order by Gabriel Fernandez, Purchasing Manager, at 10:03 AM on Wednesday, March 3, 2021, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Members John England, Tyler Harrel, Mike Orefice, George Wrvs (all via WebEx) and Member Karl Kennedy (in the conference room). Also Present: Gabriel Fernandez, Purchasing Manager, Danny Benedict, Purchasing, Assistant City Attorney Daniel Schwabe (via WebEx), 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 proposed vendors for RFQ PSEN 20-02 Civil Engineering and Land Surveying Services for Taft Street Swale Grading. After consideration and ranking of the vendors, the scores for all proposals will be tabulated and each proposal will be ranked in order to produce a short list of at least three vendors for further presentations.

After the short list is determined, there will be a five minute recess, and then the Committee will reconvene for a second evaluation committee meeting.

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The purpose of the second public meeting is for the Committee to review and rank the proposals of the qualified, shortlisted, firms and to have discussions with each of the firms in accordance with Florida Statute 287.055, "Consultants' Competitive Negotiation Act (CCNA)," regarding their qualifications, approach to the project and ability to furnish the required services. Each firm will be allotted ten minutes total.

A motion by Member Wrvs, seconded by Member England to nominate Member Kennedy to be elected as Chairman passed unanimously.

Members discussed that there were only two responses and both are deemed qualified.

A motion was made by Member Wrvs, seconded by Member Harrel, to deem both vendors, R.J. Behar & Company and Craven, Thompson & Associates Inc., qualified and to move to the second meeting for presentations, passed unanimously.

The Chair adjourned the meeting at 10:16 AM.

Respectfully submitted,

Katherine Borgstrom
Board Secretary