

**SELECTION / EVALUATION MEETING MINUTES**

**RLI E-24-20**

**Continuing Contract for Architectural Services  
Wednesday, October 28, 2020  
1:00 PM**

The committee consisted of:

Hector Gandia, Engineering Project Manager I (Voting)  
Tammy Good, Capital Improvement Projects Manager (Voting)  
Mathew Kudrna, Engineering Project Manager II (Voting)

Also in attendance:

Jeffrey English, Purchasing Agent (Non-Voting) and Tammy Thompkins, Purchasing Agent (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's Request for Letters of Interest (RLI). The solicitation was issued to establish contracts to provide Professional Architectural Consulting services to the City and the Community Redevelopment Agency (CRA) on a continuing as-needed basis. This meeting was posted as a "Public Meeting." Seventeen (17) firms submitted responses to the City's RLI. The meeting was called to order at 1:13 PM.

The Purchasing Department reviewed evaluation procedures and distributed Conflict of Interest Statements for completion by all voting members. Each Committee member had reviewed all of the responses in advance of the meeting.

The Committee discussed each of the proposals, and scored the responses using voting forms containing the evaluation criteria published in the RLI, with the following results:

(1)	Synalovski Romanik Saye, LLC.....	263
(2)	Walters Zackria Associates PLLC.....	253.175
(3)	Saltz Michelson Architects, Inc... ..	237.8
(4)	Design Kollaborative Architects Planners, Inc.....	231
(5)	Dorsky Yue International.....	221.4
(6)	Jorge A Gutierrez Architect LLC. ....	205
(7)	Cartaya and Associates Architects, P.A.....	199.875
(8)	Bermello Ajamil & Partners, Inc.. ..	197.825
(9)	Gallo Herbert Architects.. ..	184.5
(10)	Design2Form, LLC.....	178
(11)	CPZ Architects, Inc.....	176.3
(12)	Song + Associates, Inc.....	171
(13)	The Tamara Peacock Co. Architects of Fl... ..	167.075
(14)	BG Design Studios, Inc.....	151
(15)	BEA Architects, Inc... ..	149
(16)	M.C. Harry & Associates Inc.....	143
(17)	Netta Architects, LLC.....	133

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, Bermello Ajamil & Partners, Inc., Cartaya and Associates Architects, P.A., CPZ Architects, Inc., Dorsky Yue International, Gallo Herbert Architects, Jorge A Gutierrez Architect LLC, Saltz Michelson Architects, Inc., The Tamara Peacock Co. Architects of Fl., and Walters Zackria Associates PLLC, were awarded an additional 2.5% for compliance with Tier 2 requirements. Design Kollaborative Architects Planners, Inc, was awarded an additional 5% for compliance with Tier 1 requirements. A copy of the voting matrix is attached. The consensus of the Committee was that oral presentations would not be required, and that the highest nine (9) ranked firms would be recommended for moving forward with negotiations.

Agenda items will be prepared to present the Committee's recommendation to the City Commission and the CRA Board for their approval to negotiate contracts with Bermello Ajamil & Partners, Inc., Cartaya and Associates Architects, P.A., Design Kollaborative Architects Planners, Inc., Dorsky Yue International, Gallo Herbert Architects, Jorge A Gutierrez Architect LLC, Saltz Michelson Architects, Inc., Synalovski Romanik Saye, LLC., and Walters Zackria Associates PLLC. The Committee meeting adjourned at approximately 2:51 PM.