

SELECTION / EVALUATION MEETING MINUTES

RLI E-22-20

Continuing Contract for Professional Environmental Testing

Monday, November 2, 2020

1:44 PM

The committee consisted of:

- Chris Clemens, Economic Development Manager (Voting)
- Horacio Danovich, Capital Improvement and Innovation Director (Voting)
- Hector Gandia, Engineering Project Manager I (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 solicitation to select firms to provide professional environmental testing services to the City and the CRA on a continuing as-needed basis. This meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division office, and on the City's website. Five (5) firms submitted responses to the City's Request for Letters of Interest (RLI).

Horacio Danovich led the technical discussion. The Purchasing Agent 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 in alphabetical order, and scored the responses using voting forms containing the evaluation criteria published in the RLI, with the following results:

(1)	AECOM dba AECOM Technical Services, Inc..	240
(2)	E Sciences, Incorporated.....	239.85
(3)	Terracon Consultants, Inc	228
(4)	GLE Associates, Inc.....	217
(5)	GFA International, Inc..	184

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, E Sciences, Incorporated, was awarded an additional 2.5% for compliance with Tier 2 requirements A copy of the voting matrix is attached. The consensus of the Committee was that all five (5) firms would be recommended for contracts. An agenda item will be prepared to present the Committee's recommendation to the City Commission for their approval to negotiate a contract with each firm's as detailed above.

Agenda items will be prepared to present the Committee's recommendation to the City Commission and the CRA Board for their approval to negotiate with AECOM dba AECOM Technical Services, Inc., E Sciences, Incorporated, GFA International, Inc., GLE Associates, Inc. and Terracon Consultants, Inc. The Committee meeting adjourned at approximately 2:09 PM.