

**MINUTES
SELECTION / EVALUATION COMMITTEE**

RFQ #E-21-19

**Stormwater Improvements for N. E. 27th Ave. & 16th St. (Project I) and for Atlantic Blvd & S.
Riverside Dr. (Project II)**

**Engineering Large Conference Room
1201 N.E. 5th Avenue, Pompano Beach, FL
1:00 p.m. 1/27/20**

The committee consisted of:

Anthony Alhashemi, Project Manager I (Voting)
Gary Eagle, Engineering Inspector II (Voting)
Hector Gandia, Engineering Project Manager I (Voting)
Matthew Kudrna, Engineering Project Manager II (Voting)
Michael Taylor, Stormwater Supervisor (Voting)

Also, in attendance: Jeff English: Purchasing Agent, (Non-Voting)

This meeting was held for presentations from the three (3) firms that had been scored highest by the Committee at a meeting held on November 5, 2019. This meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division office, and on the City's website.

Each firm was given twenty minutes for their presentation, with a ten-minute question and answer period immediately following. During their presentations, the firms discussed their capabilities and experience. The Committee had specific follow-up questions of each firm.

After the final presentation the Committee discussed their perception of each presentation and each firm's overall response to the solicitation. Committee members scored the firm they considered most qualified to provide the required services to the City with "1," and the next-most-qualified "2," etc. The firm with the fewest total points was ranked #1. The members scored the short-listed firms with the following results:

1	Chen Moore and Associates.....	5 points
2	Baxter & Woodman, Inc.	10 points
3.	Kimley-Horn and Associates, Inc.	15 points

A copy of the voting matrix is attached.

An agenda item will be prepared to present the final ranking to the City Commission for their approval to negotiate and enter into a contract, with Chen Moore and Associates, the firm with the highest rank. Further authorization is requested to continue with the succeeding ranked firms should an impasse occur in the negotiations with the recommended firm. This solicitation was assigned a 10% Local Business participation goal. The firm being recommended has committed to meeting that goal.

The meeting adjourned at approximately 3:15 PM.