

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFQ E-09-19**

**Construction Management at Risk (CMAR) Services for McNab Road and Bridge  
Improvements**

**Tuesday April 2, 2019  
8:11 AM**

The committee consisted of:

Steve Almyda, Wastewater Collection Supervisor (Voting)  
Brian Donovan, Assistant City Manager (Voting)  
Russell Ketchem, Solid Waste Operations Manager (Voting)

Also in attendance: Jeff English and Tammy Thompkins, Purchasing Department (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish a contract to provide Construction Management at Risk (CMAR) Services for McNab Road and Bridge Improvements. This meeting was posted as a "Public Meeting." Four (4) firms submitted responses to the City's Request for Qualifications. The meeting was called to order at 8:11 AM.

Horacio Danovich led the technical discussion. 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 RFQ, with the following results:

(1)	Burkhardt Construction, Inc.....	278.250
(2)	The Whiting-Turner Contracting Co.....	263.425
(3)	Kiewit Infrastructure South Co .....	257
(4)	State Contracting & Engineering Corp.....	315.7

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, Burkhardt Construction, Inc was awarded an additional 5% for compliance with Tier 1 requirements, and State Contracting & Engineering Corporation and The Whiting-Turner Contracting were awarded an additional 2.5% for compliance with Tier 2 requirements. The Committee decided oral presentations would not be required. An agenda item will be prepared to present the final ranking to the City Commission for their approval to enter into a contract, with Burkhardt Construction, Inc., the highest ranked firm.

A copy of the voting matrix is attached. An agenda item will be prepared to present the Committee's recommendation to the City Commission for their approval to negotiate with the highest ranked firm, Burkhardt Construction, Inc., as detailed above. The committee also agreed to request additional authorization to enter into a contract with the succeeding firm, if an impasse in negotiation occurs between the City and the top ranked firm. The Committee meeting adjourned at 8:51 a.m.