

**MINUTES
SELECTION / EVALUATION COMMITTEE**

**RFQ #E-16-18
Design and Consulting Services for Five Bridges within City Limits
Development Services Conference Room
100 W. Atlantic Blvd., Pompano Beach, FL
3:06 p.m. 12/19/2018**

The committee consisted of:

Earl Bosworth, Assistant City Manager (Voting)

Mike Rada, Chief Building Inspector (Voting)

Chris Schlageter, CIP Project Manager (Voting)

Also in attendance: Jeff English: Purchasing Agent, and Horacio Danovich, Capital Improvement and Innovation Director

The meeting was held to evaluate the proposals received in response to the City's solicitation to select multiple firms to provide professional consulting services to the City for the planning and design of five bridges within City limits. This meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division office, and on the City's website. Six (6) firms submitted responses to the City's Request for Qualifications (RFQ).

Horacio Danovich led the technical discussion. The Purchasing Agent reviewed evaluation procedures and distributed Conflict of Interest Statements for completion by all voting members. The Purchasing Agent distributed a spreadsheet indicating the points to be assigned for MBE participation. 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 RFQ, with the following results:

(1)	T.Y. Lin International.....	260
(2)	Kimley-Horn and Associates, Inc... ..	251.125
(3)	ASA Consultants, Inc.	239.85
(4)	Lakdas Yohalem Engineering Inc.	233.7
(5)	Infrastructure Engineers, LLC.	216
(6)	Wantman Group, Inc.....	207

Pursuant to City Ordinance 2018-112 establishing a Local Business Program, Kimley-Horn and Associates, ASA Consultants, Inc., and Lakdas Yohalem Engineering Inc., were awarded an additional 2.5% for compliance with Tier 2 requirements. A copy of the voting matrix is attached. The Committee decided oral presentations would not be required as the scoring results showed sufficient distinction between the responding firms. The consensus of the Committee was that the top two scored 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 contracts with the two highest ranked firms as detailed above.

The Committee meeting adjourned at approximately 4:45 p.m.