

RFP 24-174, Professional Engineering Services for North Ridge Trail Project

2nd Selection Committee Meeting Minutes

April 9, 2024

Selection Committee Members:

Joe Montoya, Roads and Drainage
Doug Gable, Roads and Drainage
Conner Updike, Roads and Drainage
Jose Fernandez, Roads and Drainage
William Lorenzo, Roads and Drainage

Staff: Michael Guerrero, Sr. Procurement Analyst

The committee convened at 1:30 p.m. All committee members were present. Selection Committee members scored each proposal in alphabetical order using the evaluation criteria and selection process, Elevation Level 2.

The scores are as follows:

<u>Proposer</u>	<u>Score</u>
RK&K	441
Kisinger Campo & Associates	434
Kimley Horn & Associates	411
AECOM Technical Services	406

In accordance with the RFP Selection Process Elevation Level 2, the Selection Committee collectively decided to elevate all Proposers to Elevation Level 3, Proposer Interviews.

In accordance with Elevation Level 3 (Proposer Interviews), at this interview the Proposer(s) shall make a presentation on their qualifications, approach to projects and the ability to furnish the required services. The Selection Committee Members will have an opportunity to inquire about any aspect of the RFP and the Proposers Proposal. Each interview has been scheduled for 40 minutes. Each Proposer will have 20 minutes for their presentation which will allow for 20 minutes for questions from the Selection Committee. Proposers should ensure that the Project Manager, and key personnel/sub-contractors are present at the interview but no more than 5 members' total.

The interviews have been scheduled for Tuesday, April 16, 2024, County Administration Building, 330 West Church Street, Room 413, Bartow, Florida, as follows:

AECOM

1:00 p.m.

Kimley-Horn	1:50 p.m.
Kisinger Campo & Associates	2:40 p.m.
RK&K	3:30 p.m.

In accordance with Florida Statute 286.0113, all interviews conducted will be exempt from attendance by anyone other than the selection committee. At the end of the last interview, the meeting will be open to the public and the ranking of firms and recommendation of award will occur in the sunshine.

Meeting was adjourned at approximately 2:05 p.m.

Respectfully submitted,

Michael Guerrero
Chairperson / Sr. Procurement Analyst