

Lake County Office of Procurement Services
RSQ 24-934: Engineering and Design Services for CR44 from US441to SR19 Safety
Improvements
RSQ Selection Committee Meeting Minutes
Contracting Officer: Bill Ponko, Office of Procurement Services

October 21, 2024

Begin Time: 10:00 AM,

Adjourn Time: 10:20 AM

❖ Bill Ponko:

- Stated that this is a public meeting
 1. Stated that members of the public may listen, but not take part in discussions
- Identified the solicitation name
- Solicitation was a Request for Qualifications
- Stated that this solicitation was governed by Florida statute, CCNA
- Noted:
 1. One (1) Addendum was posted
 2. Closing Date was July 10, 2024

- Took roll of the Selection Committee (SC) members:
 1. Jeff Earhart, Office of Public Works Engineering Division
 2. Mike Fitzgerald, Office of Planning and Zoning
 3. Gallus Quigley, Office of Parks and Trails

- Noted that the six (6) firms providing proposals were:
 1. Burgess & Niple, Inc.
 2. Halff and Associates, Inc.
 3. Kimley Horn and Associates, Inc.
 4. Metric Engineering, Inc.
 5. OM Engineering Services, Inc
 6. Kisinger Campo & Associates, Corp.

- The method of selection will be based upon the vendor's ability to perform via the written criteria, Section 9, on pages 3-5 of the RSQ.
- Noted that electronic copies of the proposals were distributed to the SC, by Procurement.
- Noted that scoring sheets were distributed to the committee prior to the meeting
- Noted that Conflict of Interest Statements were also distributed to the SC prior to the meeting, and all were returned with no issues.

❖ Selection Committee:

- Provided their scores for each firm.
- The ranking is:
 1. Kimley Horn and Associates, Inc.
 2. Metric Engineering, Inc.
 3. Halff and Associates, Inc.
 4. Kisinger Campo & Associates, Corp.
 5. Burgess & Niple, Inc.
 6. OM Engineering Services, Inc

- Short Listed Selection for Presentations
 1. Kimley Horn and Associates, Inc.
 2. Metric Engineering, Inc.
 3. Halff and Associates, Inc

- Requested that the short-listed firms to provide focusing their presentations on the following areas:
 1. The project and innovations
 2. Saving time on the schedule
 3. Value engineering to reduce cost
 4. Shoulders without resurfacing
 5. Bicycle and pedestrian safety

- Procurement Services will notify the firms of the forthcoming date, time, and location of their presentations

❖ Meeting Adjourn