

RFQ 2023-RFQ-031 Selection Committee Meeting May 24, 2023 Minutes

Selection Committee for the above-mentioned RFQ held a selection committee meeting on Wednesday, May 24, 2023 commencing at 3:03 p.m. in the Purchasing Bid Room, 2nd floor, 1140 E. Parker Street, Lakeland, Florida.

Committee Members Present: Richard Baker, Facilities Maintenance Manager; Gene Ginn, Manager of Solid Waste; Fiorella Hall, Facilities Project Supervisor; Gary McLean, Fleet Manager; Derek Raw, Professional Engineer.

Other Attendees: Tara Walls, Senior Purchasing Agent; Linda Alspaugh, Purchasing Agent; and members of the public.

Discussion: Tara explained the purpose of today’s meeting was to discuss the submittals received, tally scoring/ranking and determine if presentations are desired. There was discussion by most committee members regarding the submittals. The committee members submitted their scores and the results are as follows:

<u>Firms</u>	<u>Score</u>	<u>Ranking</u>
Geosyntec	429	1
HDR Engineering Inc	410	2
Jones Edmunds & Associates Inc	409	3

The committee had some discussion regarding the scoring and came to a consensus to move forward with taking the ranking to the City Commission for approval to begin negotiations with the top ranked firm. There being no further business to come before the Committee, the meeting was adjourned at 3:16 p.m. These minutes are the official minutes of the Selection Committee meeting held on Wednesday, May 24, 2023.

Submitted by: **Tara T. Walls, CPPB, Senior Purchasing Agent**