

2025-RFQ-006 Selection Committee Meeting March 25, 2025 Minutes

Selection Committee for the above-mentioned RFQ held a selection committee meeting on Tuesday, March 25, 2025, commencing at 3:01 p.m. in the Risk & Purchasing Bid Room, located at 1140 E. Parker Street, Lakeland, FL 33801.

Committee Members Present: Matthew Fowler, Professional Engineer; Toni Panaou, Engineer III; Lee Potter, Professional Engineer; Sean Russ, Engineering Tech II; Guy Taylor, Professional Engineer (via phone).

Other Attendees: Tara Walls, Senior Buyer; several members of the public.

Discussion: Tara explained the purpose of today's meeting was to discuss the submittals and scoring/ranking of the firms for this RFQ. There was some discussion by committee members. All committee members submitted their scores in OpenGov. The results are as follows:

Firms	Score	Ranking
CHA Consulting Inc	432	1
Wright-Pierce Inc	432	1
CivilSurv	404	3
V&A Consulting Engineers Inc	400	4

There was discussion regarding the tie scores and Tara provided input on how that has been handled in the past, by determining the firm with the most 1st place rankings. After discussion, the committee was in agreement and the consensus is to move forward with CHA Consulting and take the ranking to the Commission for approval. There being no further business to come before the Committee, the meeting was adjourned at 3:30 p.m. These minutes are the official minutes of the Selection Committee meeting held on Tuesday, March 25, 2025.

Submitted by: **Tara T. Walls, Senior Buyer**