

MEMORANDUM

To: PROJECT FILE, MINUTES OF MEETING
From: Procurement Management
RE: CN240561BJB – CEI for Estero Blvd Hurricane Ian Repairs - LAP
PROPOSAL EVALUATION 1 MEETING

MEETING DATE: April 4, 2025 TIME: 10:00 AM

ATTENDED COMMITTEE MEMBERS:

Voting – Doug Busbee, Jennifer Hubbard, Eileen Webster, Scott Musheff, Mike Padgett

Non-Voting – Garrett Brinson, Keith Riddle

PROCUREMENT ANALYST: Brian Boehs

At 10:00 a.m., the Proposal Evaluation Committee meeting was called to order by Brian Boehs, Procurement Management Representative.

Opportunity was given for public comments. There were no public comments made.

Introductions were put on the record by everyone in attendance.

Discussions were held by the committee members with respect to each submittal from all 6 firms.

Brief Committee Discussion Decision:

The discussion centered on the firms' response to the submittal requirements of the solicitation package focusing on both pros and cons of their response details.

Following the discussions, a ranking was held, and a motion followed to short-list the top 3 ranked firms:

- Johnson Engineering
- AECOM Technical Services
- Kinard-Stone

A motion was brought to approve the ranking of the firms and shortlist the top 3 firms. The motion was made by Eileen Webster and seconded by Doug Busbee. All committee members were in favor, and none were opposed. The committee members then followed with additional discussion as to dates, time and the format and topics to be addressed by the shortlisted firms during the interviews at the Evaluation 2 meeting.

The meeting was adjourned by the chair at 11:05 a.m.

Attachment: Final Score Cards and/or Ranking Sheet

Final Summary of Ranking						
	1	2	3	4	5	6
Category	AECOM Technical Services, Inc.	DRMP, Inc.	H.W. Lochner	Johnson Engineering, LLC	Kinard-Stone, Inc.	Kisinger Campo & Associates
Doug Busbee	2	4	4	1	3	3
Eileen Webster	1	5	4	1	2	3
Jennifer Hubbard	3	4	6	1	2	5
Michael Padgett	2	6	5	1	3	4
Scott Musheff	3	5	2	1	4	3
Total Score	11	24	21	5	14	18
Ranking	2	6	5	1	3	4