



EVALUATION COMMITTEE MEETING MINUTES

Project No. B-30648

Project Title: Construction Manager at Risk for Stadium Site Parking

Date of Meeting: October 2, 2009

Location of Meeting: Miami Riverside Center, 10th Floor Main Conference Room

Attendees:

<u>Name</u>	<u>Company</u>	<u>E-Mail</u>
Orlando Toledo	City of Miami	otoledo@miamigov.com
David J. Mendez, P.E.	City of Miami	dmendez@miamigov.com
Gary Donn, P.E.	FDOT	gary.donn@dot.state.fl.us
McKenley Romeo	FP&L	mckenley_romeo@fpl.com
Johnny Martinez, P.E.	Miami-Dade County	juanmar@miamidade.gov
Mayren Franco	City of Miami	mfranco@miamigov.com
Gary Fabrikant	City of Miami	gfabrikant@miamigov.com
Rafael Suarez-Rivas	City of Miami	rsuarez-rivas@miamigov.com

Meeting Minutes

- Mr. Fabrikant commenced the meeting with a brief reminder of the purpose of the meeting.
- All present were reminded of the Cone of Silence and that the Cone was lifted solely for the purpose of the meeting.
- Mr. Fabrikant reviewed the process that would be utilized for the presentations by the Proposers, which consisted of a 30 minute presentation based on five preset questions previously provided to the Proposers, followed by up to 15 minutes of a question and answer session.
- The following firms, in the order shown, made their presentations.
 - Brasfield & Gorrie, LLC
 - Skanska USA Building, Inc.
 - John Moriarty & Associates of Florida, Inc.
- Prior to each presentation, Mr. Fabrikant reminded each Proposer of the process and procedures established for the presentations.

- At the end of each interview session Mr. Fabrikant explained to each Proposer the anticipated timeline for the award of a contract.
- Upon reconvening after lunch recess the Evaluation Committee reviewed, discussed and scored the Technical portion of the Responses.
- Upon completion of the rating of the Technical portion of the Proposals, the Price portion of the Proposals were opened by Mr. Fabrikant. Mr. Fabrikant noted that some of the Price submittals contained additional pages that would need to be reviewed to determine if any issues existed.
- Mayren Franco and Gary Fabrikant utilized the formula contained in the RFP to determine the scoring for each proposer.
- Mayren Franco and Gary Fabrikant completed the forms for the final scoring and ranking of the firms.
- Mr. Fabrikant read the final ranking to the Evaluation Committee members and reminded them that these results were not considered final until all of the math was re-verified and the attachments to some of the Price submittals were reviewed.
- Mr. Fabrikant closed the meeting by reminding the Evaluation Committee that the recommendation memorandum would be prepared for the Chairman's signature and that until the City Manager approves the recommendation, the Cone of Silence would remain in effect.

Prepared by: Gary Fabrikant

Date: 10/7/09