

MEMORANDUM

To: PROJECT FILE, MINUTES OF MEETING
From: Purchasing
RE: **CN 2019-04 RIVER RANCH ROAD IMPROVEMENTS**
FINAL RANKING MEETING

MEETING DATE: October 16, 2019 TIME: 2:00 PM

COMMITTEE MEMBERS: David Willems (Chair), Mary Gibbs, Kyle Coleman

At 2:00 p.m. the Competitive Negotiations Committee meeting was called to order by Bob Franceschini, Purchasing Manager. Introductions were put on the record by everyone in attendance. Meeting was then turned over to the Chair of the Committee, David Willems.

Presentations were offered by the three short listed firms in alphabetical order. Each firm was given 15 minutes to address the topics provided to them ahead of time in their interview invitation letter followed by 15 minutes of questions and answers from the committee.

Following the interviews, the committee discussed the firms with the goal of ranking them in descending order. The committee complimented each of the firms for offering an excellent interview. It was noted by the committee that Barraco and Hole Montes were proposing to use the same traffic consultant. Barraco was noted for its historical experience and perspective on River Ranch Road which resulted in a better understanding of the issues; but was lacking in suggested solutions to the drainage problems in that they summarized what was already known. CW3 was complimented for identifying all of the issues and then focusing on a creative solution for each; it was also noted that the firm seemed to have the best understanding of the project and that their presentation was the easiest to follow. Hole Montes provided a knowledgeable presentation which addressed the issues; but did not offer easily identifiable solutions that would resolve them. Following the discussions, the recommendation of the committee was to rank the firms as follows:

1. CW3 Engineering
2. Barraco & Associates
3. Hole Montes

A motion to approve the ranking was made by David Willems and seconded by Mary Gibbs, and then called and carried with no further questions.

The meeting was adjourned at 3:45 p.m.