

MEMORANDUM

To: PROJECT FILE, MINUTES OF MEETING
From: Purchasing
RE: **CN 2019-02 VIA COCONUT POINT LANDSCAPE IMPROVEMENTS**
FINAL RANKING MEETING

MEETING DATE: October 10, 2019 TIME: 9:30 AM

COMMITTEE MEMBERS: David Willems (Chair), Kyle Coleman

At 9:30 a.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 four 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. Agnoli, Barber & Brundage was seen as lacking local experience as well as not detailing how they would meet the challenges of the project. J.R. Evans Engineering offered a team of project managers and a focus on combining urban and natural landscaping concepts. Kimley-Horn and Associates covered virtually every aspect of the project, exhibited impressively deep experience, and clearly identified all of the issues with the project. Q. Grady Minor & Associates focused on their past experience but did not include much discussion of the challenges and opportunities of this project. Following the discussions, the recommendation of the committee was to rank the firms as follows:

1. Kimley-Horn and Associates
2. J.R. Evans Engineering
3. Q. Grady Minor & Associates
4. Agnoli, Barber & Brundage

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

The meeting was adjourned at 12:00 p.m.