



May 15, 2018

To: RFP Respondents

RE: One (1) firm to provide all required professional engineering services for:

**Kirk Road from LWDD L-7 Canal to Summit Blvd.  
estimated 0.5 miles, 3 lane roadway  
Project No. 2018505**

Dear Consultant:

This letter serves to advise you of the results of the May 15, 2018, Short List Committee meeting for the above project. **Propel Engineering, Inc., EAC Consulting, Inc., and McMahon Associates, Inc.** was short listed.

Consultants are hereby notified of the "Cone of Silence" requirements pursuant to Palm Beach County Lobbyist Registration Ordinance 2003-055. In addition, it is recommended that all design professionals seeking to provide services to Palm Beach County review Policies and Procedures Manual (PPM) CW-F-067 "Evaluating, Recovering and Recording Errors/Omissions by a Design Professional", which can be found at [www.co.palm-beach.fl.us/publicaffairs/ppm/pdf/cw-f-067.pdf](http://www.co.palm-beach.fl.us/publicaffairs/ppm/pdf/cw-f-067.pdf)

Short-listed firms may add or delete team members after the Short List Committee meeting if the Contracts Manager is notified **within five (5) business days** of this notice. If a short-listed firm makes changes to their team within the above period, the Contracts Manager will notify the other short-listed firms of such changes.

The "Consultant Summary" table and the Short List Committee voting sheets will be posted shortly at:  
<http://discover.pbcgov.org/engineering/roadwayproductions/Pages/Roadway-Publications.aspx>.

Thank you for your submittal and we encourage you to respond to future RFP's.

The Short Listed firms will be notified under separate cover of their presentation time. Should you have any questions or require additional information, please contact me at 561-684-4150 or email me at [HKnight@pbcgov.org](mailto:HKnight@pbcgov.org)

Sincerely,

Holly Knight, P.E.  
Contracts Section Manager

pc: David L. Ricks, P.E., County Engineer  
Tanya McConnell, P.E., Deputy County Engineer  
Steve Carrier, P.E., Assistant County Engineer

ec: Omelio A. Fernandez, P.E., Director, Roadway Production  
Morton Rose, P.E., Assistant Director, Roadway Production  
Kathleen Farrell, P.E., Thoroughfare Roads Manager, Roadway Production  
Serge Jerome, P.E., Project Engineer, Roadway Production  
David Young, P.E., Special Projects Manager, Roadway Production

**Department of Engineering  
and Public Works**

P.O. Box 21229

West Palm Beach, FL 33416-1229

(561) 684-4000

FAX: (561) 684-4050

[www.pbcgov.com](http://www.pbcgov.com)



**Palm Beach County  
Board of County  
Commissioners**

Melissa McKinlay, Mayor

Mack Bernard, Vice Mayor

Hal R. Valeche

Paulette Burdick

Dave Kerner

Steven L. Abrams

Mary Lou Berger

**County Administrator**

Verdenia C. Baker

*"An Equal Opportunity  
Affirmative Action Employer"*



**MINUTES OF SHORT LIST COMMITTEE MEETING  
May 15, 2018**

**MEMBERS PRESENT:** Steve Carrier, P.E. – Assistant County Engineer  
 Omelio Fernandez, P.E. – Director, Roadway Production  
 David Ricks, P.E.\*\*\* – Director, Traffic Division  
 Joanne Keller, P.E. – Director, Land Development  
 Kathleen Farrell, P.E.\*\* – Manager, Contracts Section  
 Mark Tomlinson – Director, Construction Coordination  
 Morton Rose, P.E., – Assistant Director, Roadway Production  
 Angela Smith\* – Office of Small Business Assistance

\*voting for member Tonya Johnson  
 \*\* voting for member Holly Knight  
 \*\*\* voting for Motasem Al-Turk

The Short List Committee was called to order by Mr. Steve Carrier, Assistant County Engineer. Mr. Carrier stated that the committee would be discussing the firms for Professional Engineering Consulting Services for:

**Kirk Rd., LWDD L-7 Canal to Summit Blvd.  
Project No. 2018505**

Mr. Carrier opened up the meeting for Public Comments, public was present but none had questions or comments. The outline of the project was discussed by Kathleen Farrell, Manager, Thoroughfare Roads of Roadway Production.

**Commencing: 1:33 p.m.**

**Ending: 2:31 p.m.**

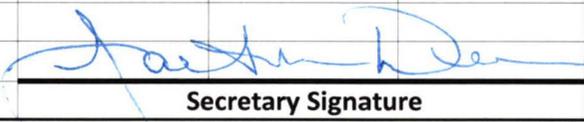
<b>Firms Submitted:</b>	<b>Firms Short Listed:</b>
1.EAC Consulting, Inc. 2.McMahon Associates, Inc. 3.Motre Co., LLC. 4.Propel Engineering, Inc. 5.R.J. Behar & Co., Inc.	<b>1. Propel Engineering, Inc.</b>  <b>2. EAC Consulting, Inc.</b>  <b>3. McMahon Associates, Inc.</b>

## SHORT LIST COMMITTEE TALLY SHEET

ONE (1) FIRM FOR:	Kirk Road: LWDD L-7 Canal to Summit Blvd.
PROJECT NO:	2018505
MEETING DATE:	Tuesday, May 15, 2018
MEETING TIME:	1:30 p.m.

Shortlist Committee	EAC Consulting, Inc	McMahon Associates, Inc	Motre Co. LLC	Propel Engineering, Inc	R.J. Behar & Co, Inc	
Assistant County Engineer	Steve Carrier	3	2	5	1	4
Director Roadway Production	Omelio Fernandez	3	4	5	2	1
Director Traffic	*** David Ricks	3	2	5	1	4
Director Land Development	Joanne Keller	3	2	4	1	5
Contracts Manager	** Kathleen Farrell	3	2	5	1	4
Director Construction Coordination	Mark Tomlinson	2	5	2	1	2
User Dept Representative	Morton Rose	2	3	5	1	4
Director Office of Small Business	* Angela Smith	2	3	3	1	3
<b>Total</b>		<b>21</b>	<b>23</b>	<b>34</b>	<b>9</b>	<b>27</b>
<b>Rank</b>		<b>2</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>4</b>

- \* voting for member Tonya Johnson
- \*\* voting for member Holly Knight
- \*\*\* voting for member Motasem Al-Turk

JaeAnn Dean <b>Secretary Printed Name</b>	 <b>Secretary Signature</b>
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## SHORT LIST EVALUATION FORM

ONE (1) FIRM TO PROVIDE: **All Engineering Services Required for:  
Kirk Road: LWDD L-7 Canal to Summit Blvd.**

PROJECT NO: **2018505**

MEETING DATE: **Tuesday, May 15, 2018**

MEETING TIME: **1:30 p.m.**

Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	35	35	20	35	35
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	14	19	5	20	15
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>79</b>	<b>80</b>	<b>55</b>	<b>85</b>	<b>77</b>
<b>Rank</b>		<b>3</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>4</b>

Member's Name:

Steven Carré      5/15/18

Member's Signature:

S.C.

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Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	35	35	25	40	45
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	14	15	10	17	19
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>78</b>	<b>76</b>	<b>65</b>	<b>87</b>	<b>91</b>
<b>Rank</b>		<b>3</b>	<b>4</b>	<b>5</b>	<b>2</b>	<b>1</b>

Member's Name:

O MELIO A FERNANDEZ

Member's Signature:

Omelio A Fernandez

## SHORT LIST EVALUATION FORM

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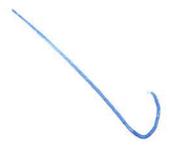
Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	45	48	44	49	46
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	18	<del>18</del> 19 19	18 15	19	18
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>92</b>	<b>93</b>	<b>90</b>	<b>98</b>	<b>91</b>
<b>Rank</b>		<b>3</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>4</b>

Member's Name:

DAVID L RICKS

Member's Signature:

*David L Ricks*



### SHORT LIST EVALUATION FORM

ONE (1) FIRM TO PROVIDE: All Engineering Services Required for:  
Kirk Road: LWDD L-7 Canal to Summit Blvd.

PROJECT NO: 2018505

MEETING DATE: Tuesday, May 15, 2018

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Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	30	50	35	50	35
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	20	20	10	20	10
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>79</b>	<b>96</b>	<b>75</b>	<b>100</b>	<b>72</b>
<b>Rank</b>		<b>3</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>5</b>

Member's Name: JOANNE KELLER

Member's Signature: Joannell Keller

## SHORT LIST EVALUATION FORM



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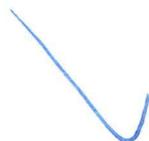
Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	45	47	30	48	46
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	16	18	10	20	16
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>90</b>	<b>91</b>	<b>70</b>	<b>98</b>	<b>89</b>
<b>Rank</b>		<b>3</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>4</b>

Member's Name:

*Kathleen O. Farrell*

Member's Signature:

*Kathleen O. Farrell*



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Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	35	38	34	37	37
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	18	17	18	19	18
<b>Subtotal</b>	<b>70</b>					
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>82</b>	<b>81</b>	<b>82</b>	<b>86</b>	<b>82</b>
<b>Rank</b>		<b>2</b>	<b>5</b>	<b>3</b>	<b>1</b>	<b>2</b>

Member's Name: Max Thompson

Member's Signature:

## SHORT LIST EVALUATION FORM

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Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	45	45	15	46	40
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	16	18	5	20	18
<b>Subtotal</b>	<b>70</b>	<b>61</b>	<b>63</b>	<b>20</b>	<b>66</b>	<b>58</b>
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>90</b>	<b>89</b>	<b>50</b>	<b>96</b>	<b>85</b>
<b>Rank</b>		<b>2</b>	<b>3</b>	<b>5</b>	<b>1</b>	<b>4</b>

Member's Name: MORTON ROSE

Member's Signature: 

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Criteria	Max Score	EAC Consulting, Inc.	McMahon Associates, Inc.	Motre Co., LLC.	Propel Engineering, Inc.	R.J. Behar & Co., Inc.
Ability, knowledge of design criteria and past performance of firm and the designated project team to satisfy the technical requirements of the project.	50	49	49	47	50	49
Approach to the project, understanding of the project and quality of presentation, including meeting time/budget requirements.	20	20	20	18	20	19
<b>Subtotal</b>	<b>70</b>	<b>69</b>	<b>69</b>	<b>65</b>	<b>70</b>	<b>68</b>
Location of the firm's offices and where work will be accomplished	10	10	10	10	10	10
SBE/MWBE Participation	10	9	7	10	10	9
Volume of previous work awarded by the County over the past four (4) years. (The firm with the most work receives the lowest score.)	10	10	9	10	10	8
<b>Subtotal</b>	<b>30</b>	<b>29</b>	<b>26</b>	<b>30</b>	<b>30</b>	<b>27</b>
<b>Total</b>		<b>98</b>	<b>95</b>	<b>95</b>	<b>100</b>	<b>95</b>
<b>Rank</b>		<b>2</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>3</b>

Member's Name:

Angela Smith

Member's Signature:

[Signature]

## SHORT LIST COMMITTEE MEETING

### Palm Beach County Engineering Department

**One (1) Firm - to provide all engineering services required for the preparation of plans and specifications complete for formal advertising and receipt of bids for:**

### **Kirk Rd., LWDD L-7 Canal to Summit Blvd. Project No. 2018505**

May 15, 2018

Name	Organization	E-Mail Address
DAVID RICKS	COUNTY ENG	
Steve Carrie	"	scarric@pbcgov.org
Omelio A. Fernandez	Roadway Production	OFERNANDO@PBCGOV.ORG
Mark Tomlinson	CONST. COORDINATION	MTOMLINSON@PBCGOV.ORG
Angela Smith	PBC OSBA	ASmith1@pbcgov.org
Kathleen Farrell	PBC Roadway Prod.	kfarrellepbcgov.org
MORTON ROSE	" " "	MROSE@PBCGOV.ORG
JOANNE KELLER	PBC LAND DEV.	
Holly Knight	PBC Roadway	hknight@pbcgov.org
Matthew Smith		MSmith5@pbcgov.org
JAEANN DEAN	PBC Roadway	jadean@pbcgov.org
Serge Jerome	Roadway Production	Sjerome@pbcgov.org

