

MEMORANDUM

To: PROJECT FILE, MINUTES OF MEETING
From: Procurement Management
RE: **CN220501BJB – Lee County Medical Examiner Office Expansion: Design
PROPOSAL EVALUATION 2 MEETING**

MEETING DATE: October 31, 2022 TIME: 9:00 A.M.

ATTENDEES:

COMMITTEE MEMBERS: Rick Armstrong, Scott Cannard, Vince Miller, Scott Musheff, Dave Pinheiro, Dick Wolters

PROCUREMENT ANALYST: Brian Boehs

At 9:00 a.m. the Proposal Evaluation Committee meeting was called to order by Brian Boehs, Procurement Management Representative.

Public was not present for the opening of the meeting. There were no public comments made.

Introductions were put on the record by everyone in attendance.

Interview/Presentations were completed by the four (4) firms.

Brief Committee Discussion Decision:

Discussions were held by the committee members with respect to each presentation from the two (2) firms.

Following the discussions, a consensus of the Committee was made based on their final scoring sheets and the following ranking order:

1. Saltz Michelson Architects, Inc.
2. Harvard Jolly, Inc.
3. ADG Architecture, LLC
4. Baker Barrios Architects, Inc.

The committee entertained a motion to approve the ranking of the firms and to forward the Committee's recommendation to the Board of County Commissioners. The motion was made by David Pinheiro and seconded by Rick Armstrong. All committee members were in favor, as there was no opposed.

The meeting was adjourned at 11:55 a.m.

Attachment: Overall Ranking Sheet

Evaluation 2 - Ranking Meeting

Members	Harvard Jolly	ADG Architecture	Baker Barrios Architects	Saltz Michelson Architects
Rick Armstrong	1	3	4	2
Scott Cannard	2	4	3	1
Vince Miller	2	3	4	1
Dave Pinheiro	2	4	3	1
Richard Wolters	1	3	4	2
Total Score	8	17	18	7
Ranking	2	3	4	1