

MEMORANDUM

To: PROJECT FILE, MINUTES OF MEETING
From: Procurement Management
RE: **RFP250074MWB Miscellaneous Planning Service - Countywide
PROPOSAL EVALUATION MEETING**

MEETING DATE: March 3, 2025,

TIME: 8:00 am

ATTENDEES: Christine Fisher

COMMITTEE MEMBERS: Branndon Dunn, Rebecca Rodriguez, Anthony Rodriguez, Armand Regnaert, Dawn Huff

PROCUREMENT ANALYST: Monica Busbee, Carolina Rodriguez

At 8:00 AM the Proposal Evaluation Committee meeting was called to order by Monica Busbee, Procurement Management Representative. Introductions were put on the record by everyone in attendance.

Opportunity was given for public comments. There were no comments made.

Discussions were held by the committee members with respect to each submittal from all eight (8) firms.

Proposer #1	Axis Infrastructure, LLC
Proposer #2	Bowman Consulting Group, LTD., Inc.
Proposer #3	Calvin, Giordano & Associates, Inc
Proposer #4	Inspire Placemaking Collective, Inc.
Proposer #5	Johnson Engineering, LLC.
Proposer #6	Kimley-Horn and Associates, Inc.
Proposer #7	Morris-Depew Associates. Inc.
Proposer #8	RVI Planning + Landscape Architecture, Inc

Brief Committee Discussion Decision:

The discussion centered around each firm's ability to meet the following **6 criteria**.

1. Qualifications of Company
2. Company Relevant Experience & Reference
3. Plan of Approach
4. Personnel

5. Price Scoring

6. Local Vendor Preference

The committee discussed all the pros and cons for the eight (8) firms.

Following the discussions, the consensus of the committee was to rank the firms as follows:

- Johnson Engineering, LLC
- Kimley-Horn and Associates, Inc.
- RVI Planning + Landscape Architecture, Inc
- Calvin, Giordano & Morris-Depew Associates. Inc. Associates, Inc
- Morris-Depew Associates. Inc.
- Bowman Consulting Group, LTD., Inc.
- Axis Infrastructure, LLC
- Inspire Placemaking Collective, Inc.

The chair entertained a motion to approve the top 6 ranked firms. The motion was made by (Dawn Huff) and seconded by (Brandon Dunn) and then called and carried with no further questions.

The meeting was adjourned by the chair at 9:01 a.m.

Attached Below: Final Score Card and/or Ranking Sheet

Category	Axis Infrastructure, LLC	Bowman Consulting Group, LTD. Inc.	Calvin, Giordano & Associates, Inc.	Inspire Placemaking Collective, Inc.	Johnson Engineering, LLC	Kimley-Horn and Associates, Inc.	Morris-Depew Associates. Inc.	RVI Planning + Landscaping Architecture, Inc.
Brandon Dunn	7	2	1	8	3	4	6	5
Rebecca Rodriguez	7	6	5	8	1	2	4	3
Anthony Rodriguez	7	4	6	8	2	5	3	1
Armand Regnaert	7	5	4	8	1	2	6	3
Dawn Huff	7	6	2	8	1	4	3	5
Total Score	35	23	18	40	8	17	22	17
Ranking	6	5	3	7	1	2	4	2