

**SUMMARY MEETING MINUTES  
RFQ No. PNC2119543R1  
Job Order Contract (JOC) – Step 1**

**INITIAL SHORT LIST MEETING**

**Date: May 28, 2020  
Time: 9:30am**

**Virtual Meeting via Skype  
Skype Link: <https://meet.broward.org/mlemire/HGT7B9DN>  
or  
Skype Phone: (954) 453-1630  
Conference ID: 568949**

**Attendees:**

**Constance Mangan, Purchasing Manager, Purchasing Division (Chair)**

**Scott Campbell, Director, Facilities Management Division, Public Works Department**

**Mark Darmanin, Enterprise Director, Operations Division, Water and Wastewater Services, Public Works Department**

**John Foglesong, Enterprise Director of Capital Projects, Seaport Engineering & Facilities Maintenance Division, Port Everglades Department**

**Marc Gambrill, Assistant Director, Aviation Department**

**Jeffrey Thompson, Assistant Director, Construction Management Division, Public Works Department**

**Michelle Lemire - Purchasing Agent, Purchasing Division**

**Carolyn Messersmith - Senior Purchasing Agent, Purchasing Division**

**Sean O'Donnell – Purchasing Agent, Purchasing Division**

**Janice Carter - Facilities Management Division (Project Manager)**

**Candace Jensen – Facilities Management Division**

**Matthew Habar - County Attorney's Office**

**Fernando Amuchastegui - County Attorney's Office**

**Oswaldo Casco - Office of Economic and Small Business Development**

**Lori Fortenberry - Finance and Administrative Services Department**

## **Collen Pounall - Risk Management Division**

- 1. The meeting was called to order at 9:38 a.m. and announcements were made by the Chair.**
- 2. The Purchasing Division representative introduced County Staff and made some introductory comments about the solicitation and noted that the meeting has been publicly noticed.**
- 3. The Chair stated that a quorum was present and named the Committee Members.**
- 4. The Chair stated the responsibility of the Selection Committee.**
- 5. The Chair stated the purpose of the Meeting.**
- 6. The Chair stated that the Cone of Silence for this project was in effect since October 29, 2019 for County Staff and upon the first meeting of the Evaluation Committee for County Commissioners and their staff, and all inquiries should be directed to the Project Manager or the Director of Purchasing. During the time the Cone of Silence is in effect, vendors may communicate with a representative from the Office of Economic and Small Business Development regarding a solicitation or participation of Small Business Enterprises or County Business Enterprises.**
- 7. The Chair stated that the Summary of Vendor Rights regarding Broward County Competitive solicitations was provided to all proposing firms.**
- 8. The Chair stated that in accordance with the Broward County Procurement Code all Committee members shall be free of conflicts of interest. The Chair stated that each Evaluation Committee member submitted the required disclosure form and responded that they can be fair and impartial to all proposers.**
- 9. The Chair then called on the Purchasing Division to report on their findings about responsiveness and responsibility.**
- 10. The Purchasing Division representative stated the responsive requirements and the proposers that are recommended to be evaluated as non-responsive to the requirements.**
- 11. The Purchasing Division representative stated the responsibility requirements and the proposers that are recommended to be evaluated as non-responsible to the requirements.**
- 12. The Purchasing Division representative reported that all firms have accepted the County's standard terms and conditions.**
- 13. The Chair gave the definition of responsiveness and asked for a motion with respect to non-responsiveness of firms. Motion was made by Scott Campbell,**

**seconded by Mark Darmanin. Motion was passed unanimously. The motion included the following firms:**

**Com-ESCO, LLC  
Cosugas, LLC  
Danto Builders, LLC  
Johnson-Laux Construction, LLC  
JStephens Construction, LLC  
Lanzo Construction Co., Florida  
Metro Express, Inc.  
Primus Construction Services, Inc.  
Raflo Construction Group LLC  
VPR Construction Corporation**

**14. The Chair asked for a motion with respect to responsiveness of firms. Motion was made by Scott Campbell and seconded by Mark Darmanin. Motion was passed unanimously. The motion included the following firms:**

**Akerblom Contracting, Inc.  
Alen Construction Group, Inc.  
Big Dog Construction Services, Inc.  
Cytas Corp.  
Danz Contracting, LLC  
FHP Tectonics Corp.  
Florida Palm Construction, Inc.  
Lee Construction Group, Inc.  
Mejia International Group Corporation  
Ric-Man International, Inc.  
S3S Construction, Inc.  
SDP, Inc. D/B/A SDP Consultants Corp.  
Shiff Construction & Development, Inc.**

**15. The Chair gave the definition of responsibility and asked for a motion with respect to non-responsibility of firms. Motion was made by Scott Campbell and seconded by Mark Darmanin. Motion was passed unanimously. The motion included the following firms:**

**Akerblom Contracting, Inc.  
Com-ESCO, LLC  
Metro Express, Inc.  
Primus Construction Services, Inc.**

**16. The Chair asked for a motion with respect to responsibility of firms. Motion was made by Scott Campbell and seconded by Mark Darmanin. Motion was passed unanimously. The motion included the following firms:**

**Alen Construction Group, Inc.  
Big Dog Construction Services, Inc.**

**Cosugas, LLC  
Cytas Corp.  
Danto Builders, LLC  
Danz Contracting, LLC  
FHP Tectonics Corp.  
Florida Palm Construction, Inc.  
Johnson-Laux Construction, LLC  
JStephens Construction, LLC  
Lanzo Construction Co., Florida  
Lee Construction Group, Inc.  
Mejia International Group Corporation  
Raflo Construction Group LLC  
Ric-Man International, Inc.  
S3S Construction, Inc.  
SDP, Inc. D/B/A SDP Consultants Corp.  
Shiff Construction & Development, Inc  
VPR Construction Corporation**

- 17. The Chair opened up the floor to discussion or questions of the vendors by the Committee members.**
- 18. The Chair announced Committee will complete ballot sheets previously provided via e-mail.**
- 19. The Chair recessed the meeting at 11:08 a.m. when all ballots were turned in for tabulation.**
- 20. The Chair reconvened the meeting at 11:40 a.m.**
- 21. The Chair read the results of the ballot tabulation.**
- 22. The Chair asked for a motion accepting tally of firms with a minimum of three votes to move forward to Step Two of the process. Motion was made by Scott Campbell and seconded by Mark Darmanin to have twelve firms proceed to the Step Two process. The motion included the following firms:**

**Alen Construction Group, Inc.  
Big Dog Construction Services, Inc.  
Cytas Corp.  
Danz Contracting, LLC  
FHP Tectonics Corp.  
Florida Palm Construction, Inc.  
Lee Construction Group, Inc.  
Mejia International Group Corporation  
Ric-Man International, Inc.  
S3S Construction, Inc.  
SDP, Inc. D/B/A SDP Consultants Corp.  
Shiff Construction & Development, Inc.**

**23. The Chair announced the Step Two solicitation information.**

**24. The meeting was adjourned at 11:47 am.**