

City of Lake Worth

Attendance Sheet - Evaluation Meeting

Solicitation No.: RFP 16-211 Utility Locating Services

Date & Time: Monday, October 17, 2016 @ 2:00 PM City Hall Conference Room



NAME - Please Print	COMPANY	CCNA <input checked="" type="checkbox"/>	TELEPHONE NO.	EMAIL ADDRESS
Hirut Darge	CLW		(561) 586-1651	hdarge@lakeworth.org
Jim Driscoll	Craig A. Smith & Assoc		(754) 224-6470	JDriscoll@craigasmith.com
Ctavis Vidal	High Tech Engineering		(786) 306 1168	Ovidal @htlocating.com
Joe Grosklos	USIC		(813) 486-6293	JoeyGrosklos@usicllc.com
Tim Sloan	CLW		(561) 586 1710	TSloan@LakeWorth.org
Giles Hawks	CLW		(561) 586-1640	GHawks@lakeworth.org
Michael Jenkins	CLW		(561) 586 1799	MJenkins@lakeworth.org
Judith Darge	CLW		(561) 586-1714	JLDarge@lakeworth.org
Brian Smield	CLW		(561) 586-1675	Bosmiel@lakeworth.org
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City of Lake Worth

Evaluation Matrix

Financial Services
7 North Dixie Highway
Lake Worth, FL 33460

RFP 16-211

UTILITY LOCATING SERVICES

Evaluation Meeting: Monday, October 17, 2016 @ 2:00 PM

TOTAL AVERAGE WEIGHTED SCORE

Evaluation Criteria Score Sheet:	Weight	RANKED:			
		2	3	4	1
	Email Address	ssmith@craigsmith.com	ovidal@htlocating.com	gburk@olameter.com	jimmynorred@usicllc.com
1 Pricing Proposal	25	18	17	10	25
2 Evidence of experience & skill	25	20	16	13	22
3 Evidence of ability to deliver in specific timeline	25	22	18	17	23
4 Three (3) client references for Water/Sewer Utility Locating	10	10	8	7	9
5 Three (3) client references for Electric Utility Locating	10	8	7	7	10
6 Proper licenses and other related certifications or professional awards	5	5	5	5	5
TOTAL AVERAGE POSSIBLE POINTS	100	83	70	58	94
Total Points Received:		250	210	174	283
	Exhibit A - Pricing Proposal	YES	YES	YES	YES
	Exhibit B - Registration Form	YES	YES	YES	YES
	Exhibit C - Proposer Information Page	YES	YES	YES	YES
	Exhibit D - Drug Free Workplace	YES	YES	YES	YES
	Exhibit E - Water References	YES	YES	YES	YES
	Exhibit E - Electric References	YES	YES	YES	YES
	Required Licenses	YES	YES	YES	YES
	Electronic Copy (CD)	YES	YES	YES	YES

City of Lake Worth

Evaluation Matrix

Financial Services
7 North Dixie Highway
Lake Worth, FL 33460

RFP 16-211

UTILITY LOCATING SERVICES

Evaluation Meeting: Thursday, September-29-2016 @ 10:00AM

EVALUATOR: Michael Jenkins, Energy Delivery Manager

6 of 17
2-9PM
2-1-16

Evaluation Criteria Score Sheet:	Weight	RANKED:			
		1	1	1	1
1 Pricing Proposal	25	15	20	18	25
2 Evidence of experience & skill	25	20	15	15	20
3 Evidence of ability to deliver in specific timeline	25	20	20	20	25
4 Three (3) client references for Water/Sewer Utility Locating	10	10	10	10	10
5 Three (3) client references for Electric Utility Locating	10	5	5	5	10
6 Proper licenses and other related certifications or professional awards	5	5	5	5	5
TOTAL POINTS RECEIVED	100	0 75	0 75	0 65	0 95
Exhibit A - Pricing Proposal		YES	YES	YES	YES
Exhibit B - Registration Form		YES	YES	YES	YES
Exhibit C - Proposer Information Page		YES	YES	YES	YES
Exhibit D - Drug Free Workplace		YES	YES	YES	YES
Exhibit E - Water References		YES	YES	YES	YES
Exhibit E - Electric References		YES	YES	YES	YES
Required Licenses		YES	YES	YES	YES
Electronic Copy (CD)		YES	YES	YES	YES

Michael D. Jenkins
10/17/16



City of Lake Worth

Evaluation Matrix

Financial Services
7 North Dixie Highway
Lake Worth, FL 33460

RFP 16-211

Oct 17 2 PM

UTILITY LOCATING SERVICES
Evaluation Meeting: Thursday, October 8, 2016 @ 10:00 AM

TOTAL AVERAGE WEIGHTED SCORE

10/17/16
Justin R. [Signature]

Evaluation Criteria Score Sheet:		RANKED: 1 1 1 1			
Weight:	Email Address	Craig A. Smith & Associates, Inc.	High Tech Engineering, Inc. DBA High Tech Locating	Olameter DPG, LLC	USIC Locating Services LLC
1 Pricing Proposal	25	0 20	0 15	0 10	0 25
2 Evidence of experience & skill	25	0 20	0 15	0 10	0 25
3 Evidence of ability to deliver in specific timeline	25	0 25	0 10	0 15	0 20
4 Three (3) client references for Water/Sewer Utility Locating	10	0 10	0 5	0 10	0 10
5 Three (3) client references for Electric Utility Locating	10	0 10	0 5	0 10	0 10
6 Proper licenses and other related certifications or professional awards	5	0 5	0 5	0 5	0 5
TOTAL AVERAGE POSSIBLE POINTS	100	0	0	0	0
Total Points Received:		0 90	0 60	0 55	0 95
Exhibit A - Pricing Proposal	YES	YES	YES	YES	YES
Exhibit B - Registration Form	YES	YES	YES	YES	YES
Exhibit C - Proposer Information Page	YES	YES	YES	YES	YES
Exhibit D - Drug Free Workplace	YES	YES	YES	YES	YES
Exhibit E - Water References	YES	YES	YES	YES	YES
Exhibit E - Electric References	YES	YES	YES	YES	YES
Required Licenses	YES	YES	YES	YES	YES
Electronic Copy (CD)	YES	YES	YES	YES	YES



City of Lake Worth

Evaluation Matrix

Financial Services
7 North Dixie Highway
Lake Worth, FL 33460

RFP 16-211

UTILITY LOCATING SERVICES

Evaluation Meeting: Thursday, October 8, 2016 @ 10:00 AM

17 2:00 PM

TOTAL AVERAGE WEIGHTED SCORE

Evaluation Criteria Score Sheet:	Weight	RANKED:				
		1	1	1	1	
Email Address		ssmith@craigsmith.com	owidal@htlocating.com	pburk@olameter.com	jimmymorred@usicllc.com	
1 Pricing Proposal	25	2 0/26	3 0/15	4 0/10	1 0/25	
2 Evidence of experience & skill	25	They have past experience and skilled employees 20	20 yrs; past experience 0 18	18 yrs; will need to hire if both added 15	yes; largest working in service area 22	
3 Evidence of ability to deliver in specific timeline	25	Appears to have equipment + staff 20	Not much previous work in about field staff 18	15 Must have all equipment and vehicles in possession 15	* Load Balance yes 0 23 highest delivery to 2 in FL 8	
4 Three (3) client references for Water/Sewer Utility Locating	10	yes 3 in FL 10	yes 3 in FL 10	yes; no local 5	3 in FL 0 10	
5 Three (3) client references for Electric Utility Locating	10	yes 3 in FL 10	yes 3 in FL 10	yes; no local 5	3 in FL 0 10	
6 Proper licenses and other related certifications or professional awards	5	yes 0 5	yes 0 5	yes; no local 0 4 yes no local 4	yes 0 5	
TOTAL AVERAGE POSSIBLE POINTS		100	0 85	0 75	0 54	0 93
Total Points Received:		0 85	0 75	0 54	0 93	
Exhibit A - Pricing Proposal		YES	YES	YES	YES	
Exhibit B - Registration Form		YES	YES	YES	YES	
Exhibit C - Proposer Information Page		YES	YES	YES	YES	
Exhibit D - Drug Free Workplace		YES	YES	YES	YES	
Exhibit E - Water References		YES	YES	YES	YES	
Exhibit E - Electric References		YES	YES	YES	YES	
Required Licenses		YES	YES	YES	YES	
Electronic Copy (CD)		YES	YES	YES	YES	

Handwritten signature and date: 10/17/16



Lake Worth RFP Oath

RFP 16-211
Title: UTILITY LOCATING SERVICES
Meeting: Monday, October 17, 2016 @ 2:00 PM
 City Hall Conference Room

I understand that I am serving on an evaluation and selection committee for the above RFP and to the best of my ability will be fair and impartial in my evaluation and decision. By signing this Declaration I certify that:

1. I have read each proposal thoroughly and independently and have evaluated each on its own merits with no assistance from anyone. I will hold proposal information, evaluation discussions, and negotiations confidential and proprietary until released to the public. I will not discuss the content of proposals except as authorized by the Department of Management and Budget.
2. Neither I, nor my partner nor any members of my immediate family holds a position with a proposer such as an officer, director, trustee, partner, or the like, and is not employed in any capacity by any proposer. I have no business affiliation either by ownership or obligation to any of the proposing firms.
3. Neither I, nor my partner nor any member of my immediate family have a pecuniary interest arising from the procurement transaction.
4. I have not been lobbied either written or orally by any of the proposers or members of their team. For purposes of clarification, a team's representatives shall include, but not be limited to, the team's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the team. This includes letters, phone calls, e-mails or any conversation regarding this RFP. The "No Lobbying Condition" is in effect from the date of publication of the RFP and shall terminate once the contract is signed.
5. I have not and will not accept gifts from any proposer.

I confirm the above declarations are true and correct to the best of my knowledge.



Signature

10/17/16

Date

Giles Roads

Print Name

Utility Engineer

Title/Position

Please sign & date and bring with you to the Selection Committee meeting to turn in.



Lake Worth RFP Oath

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2. Neither I, nor my partner nor any members of my immediate family holds a position with a proposer such as an officer, director, trustee, partner, or the like, and is not employed in any capacity by any proposer. I have no business affiliation either by ownership or obligation to any of the proposing firms.
3. Neither I, nor my partner nor any member of my immediate family have a pecuniary interest arising from the procurement transaction.
4. I have not been lobbied either written or orally by any of the proposers or members of their team. For purposes of clarification, a team's representatives shall include, but not be limited to, the team's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the team. This includes letters, phone calls, e-mails or any conversation regarding this RFP. The "No Lobbying Condition" is in effect from the date of publication of the RFP and shall terminate once the contract is signed.
5. I have not and will not accept gifts from any proposer.

I confirm the above declarations are true and correct to the best of my knowledge.


Signature

10/17/16
Date

MICHAEL J. SENKINS
Print Name

Energy Delivery Mgr.
Title/Position

Please sign & date and bring with you to the Selection Committee meeting to turn in.



**Minutes - RFP 16-211 Utility Locating Services
Evaluation Meeting**

October 17, 2016 at 2:00 PM
City Hall Conference Room

Evaluators:

Michael Jenkins - Energy Delivery Manager
Judy Love - Water System Supervisor
Giles Rhoads – Engineer

Vendors:

Jim Driscoll – Craig A. Smith & Associates, Inc.
Octavio Vidal – High Tech Engineering
Joe Groskios - USIC

Purchasing Agent:

Hirut Darge

Evaluation was discussed

Final Score – 94 USIC Locating Services, LLC

Meeting ended at 2:20 PM
