



VILLAGE COMMITTEE AGENDA
PROFESSIONAL CONSULTING SERVICES
RFQ #2016R-002
COUNCIL CHAMBERS
226 CYPRESS LANE
WEDNESDAY, FEBRUARY, 2016
10:00 AM

SELECTION COMMITTEE

- David Harden – Chair, Assistant to Interim Public Works Director
- John Rouse – Interim Public Works Director
- Rebecca Morse - Director of Finance
- Kim Glas-Castro – Director of Land Development
- Wayne Cameron – Building Official

CALL TO ORDER

ROLL CALL

ORDER OF BUSINESS

1. Introductory remarks by Staff and Questions
2. RFQ #2016R-002 – Professional Consulting Services
Bids Received From:
 1. McLeod McCarthy & Associates, PA
 2. Eckler Engineering, Inc.
 3. Engenuity Group, Inc.
 4. Calvin, Giordano & Associates, Inc.
 5. Keith and Schnars
 6. Keshavarz Associates
 7. Alan Gerwig & Associates, Inc.
 8. West Architecture & Design, LLC
3. Discussion and Ranking of Proposers
4. Identify top 3 to 5 Firms to interview

1.9 *Cone of Silence*

A cone of silence is hereby imposed and made applicable to this RFQ and in accordance with the "Palm Beach County Lobbyist Registration Ordinance", a copy of which can be accessed at: www.palmbeachcountyethics.com, is in effect. The Proposer shall read and familiarize themselves with all of the provisions of said Ordinance, but for convenience the provisions relating to the Cone of Silence have been summarized here. "Cone of Silence" means a prohibition on any non-written communication regarding this RFQ between any Proposer or Proposer's representative and any Village of Palm Springs employee. The Cone of Silence is in

effect as of the submittal deadline. The provisions of this Ordinance shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before selection committees, and contract negotiations during any public meeting. The Cone of Silence shall terminate at the time that the Village of Palm Springs Council awards or approves a contract, rejects all proposals or otherwise takes action which ends the solicitation process. A Proposer's representative shall include but not be limited to the Proposer's employee, partner, officer, director or consultant, lobbyist, or any, actual or potential subcontractor or consultant of the Proposer.

If a person decides to appeal any decision made by this Selection Committee with respect to any matter considered at this meeting, he will need a record of the proceeding, and that for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons who need an accommodation in order to attend or participate in this meeting should contact the Village Clerk at 965-4010 at least 3 days prior to the meeting in order to request such assistance.