



**Minutes**  
Town of Lake Park, Florida  
**Professional Engineering and Design Services**  
**For the 10th Street Road and Green Infrastructure Improvements**  
**Evaluation Committee Meeting RFQ 115-2025**  
Monday, October 13, 2025 11:00 A.M.  
Town Hall Commission Chamber, 535 Park Avenue

The Evaluation Committee Meeting was conducted on Monday, October 13, 2025 at 11:00 A.M. Present were Capital Projects Manager and Committee Chair John Wille, Deputy Town Clerk Laura Weidgans and the following Committee Members; Dwayne Bell Operations Manager; Merrell Angstreich, Grants Writer/ Chief Public Information Officer; Anders Viane, Town Planner; Jaime Morales, Public Works Director.

There were two individuals in attendance at the meeting (Exhibit B).

Deputy Town Clerk Weidgans called the meeting to order at 11 A.M. Each Committee Member announced their scores for each submitter (Exhibit A). The total scores are as follows;

Baxter & Woodman 489 points total  
Civil Works, Inc 471 points total

**ADJOURNMENT:**

The Evaluation Committee Meeting was adjourned at 11:08 A.M.

**Laura  
Weidgans**

Digitally signed by Laura Weidgans  
DN: cn=Laura Weidgans, o=Town of  
Lake Park, ou=Deputy Town Clerk,  
email=lweidgans@lakeparkflorida.go  
v, c=US  
Date: 2025.10.13 11:55:59 -04'00'

Deputy Town Clerk  
Laura Weidgans

**RFQ #115 2025 Professional Engineering & Design Services for the  
10<sup>th</sup> Street Road and Green Infrastructure Improvements**

**EVALUATION AND SCORING SHEET**

Evaluation Category	Baxter & Woodman	Civil Works
<b>PART 1</b>		
<b>Completion of Proposal Submittal Form (5 pts)</b>	_____ 5	_____ 5
Includes: BF 1 - Bid Form Signature Page - Acknowledge Addenda		
<b>Exhibit A - Scope of Work (5 pts)</b>	_____ 5	_____ 5
Includes: BF 2 - Acknowledge Scope of Work Page		
<b>Firms Qualifications &amp; Experience &amp; Personnel</b>		
Includes: BF 3		
Expertise / Experience of Firm Personnel & Sub-consultants (25 pts)	_____ 25	_____ 25
- Staffing Organizational Chart - Key Personnel Resumes		
Relevant Engineering and Design Experience (40 pts)	_____ 40	_____ 40
Licenses / Insurances / References (5 pts)	_____ 5	_____ 5
Narrative of Availability and Schedule Capacity (15 pts)	_____ 15	_____ 10
- Key Operations Location		
<b>Inclusion of Required Forms (5 pts)</b>	_____ 5	_____ 5
Includes: BF 4 - Exhibit E - Anti-Kickback Affidavit BF 5 - Exhibit F - Non-Collusion Affidavit BF 6 - Exhibit G - Conflict of Interest Disclosure Form		

Total Score:

\_\_\_\_\_ 100

\_\_\_\_\_ 95

Ranking

\_\_\_\_\_ 1

\_\_\_\_\_ 2

Evaluator:

Anders Viane

10-13-25

Written Name:

Date:



Signature

Exhibit A

**RFQ #115 2025 Professional Engineering & Design Services for the  
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**EVALUATION AND SCORING SHEET**

Evaluation Category	Baxter & Woodman	Civil Works
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**PART 1**

**Completion of Proposal Submittal Form (5 pts)**

Includes: BF 1 - Bid Form Signature Page  
- Acknowledge Addenda

5 5

**Exhibit A - Scope of Work (5 pts)**

Includes: BF 2 - Acknowledge Scope of Work Page

5 4

**Firms Qualifications & Experience & Personnel**

Includes: BF 3

Expertise / Experience of Firm Personnel & Sub-consultants (25 pts)  
- Staffing Organizational Chart  
- Key Personnel Resumes

24 23

Relevant Engineering and Design Experience (40 pts)

39 37

Licenses / Insurances / References (5 pts)

5 5

Narrative of Availability and Schedule Capacity (15 pts)

14 13

- Key Operations Location

**Inclusion of Required Forms (5 pts)**

Includes: BF 4 - Exhibit E - Anti-Kickback Affidavit  
BF 5 - Exhibit F - Non-Collusion Affidavit  
BF 6 - Exhibit G - Conflict of Interest Disclosure Form

5 5

**Total Score:**

47 42

**Ranking**

1 2

Evaluator:

Jaime S. Morales

10-07-25

Written Name:

Date:

Signature

Jaime S. Morales

**RFQ #115 2025 Professional Engineering & Design Services for the  
10<sup>th</sup> Street Road and Green Infrastructure Improvements**

**EVALUATION AND SCORING SHEET**

Evaluation Category	Baxter & Woodman	Civil Works
<b><u>PART 1</u></b>		
<b>Completion of Proposal Submittal Form (5 pts)</b> Includes: <b>BF 1</b> - Bid Form Signature Page - Acknowledge Addenda	<u>5</u>	<u>5</u>
<b>Exhibit A - Scope of Work (5 pts)</b> Includes: <b>BF 2</b> - Acknowledge Scope of Work Page	<u>5</u>	<u>5</u>
<b>Firms Qualifications &amp; Experience &amp; Personnel</b> Includes: <b>BF 3</b> Expertise / Experience of Firm Personnel & Sub-consultants (25 pts) - Staffing Organizational Chart - Key Personnel Resumes	<u>25</u>	<u>25</u>
Relevant Engineering and Design Experience (40 pts)	<u>40</u>	<u>35</u>
Licenses / Insurances / References (5 pts)	<u>5</u>	<u>5</u>
Narrative of Availability and Schedule Capacity (15 pts) - Key Operations Location	<u>14</u>	<u>12</u>
<b>Inclusion of Required Forms (5 pts)</b> Includes: <b>BF 4</b> - Exhibit E - Anti-Kickback Affidavit <b>BF 5</b> - Exhibit F - Non-Collusion Affidavit <b>BF 6</b> - Exhibit G - Conflict of Interest Disclosure Form	<u>4</u>	<u>5</u>

**Total Score:**

98

92

**Ranking**

1

2

**Evaluator:**

Merrell Angstreich

10.13.25

**Written Name:**

**Date:**

Merrell Angstreich  
Signature

Exhibit A

**RFQ #115 2025 Professional Engineering & Design Services for the  
10<sup>th</sup> Street Road and Green Infrastructure Improvements**

**EVALUATION AND SCORING SHEET**

Evaluation Category	Baxter & Woodman	Civil Works
<b>PART 1</b>		
<b>Completion of Proposal Submittal Form (5 pts)</b>	<u>5</u>	<u>5</u>
Includes: <b>BF 1</b> - Bid Form Signature Page ✓ - Acknowledge Addenda ✓		✓
<b>Exhibit A - Scope of Work (5 pts)</b>	<u>5</u>	<u>5</u>
Includes: <b>BF 2</b> - Acknowledge Scope of Work Page ✓		✓
<b>Firms Qualifications &amp; Experience &amp; Personnel</b>		
Includes: <b>BF 3</b>		
Expertise / Experience of Firm Personnel & Sub-consultants (25 pts)	<u>25</u>	<u>25</u>
- Staffing Organizational Chart ✓ - Key Personnel Resumes ✓		
Relevant Engineering and Design Experience (40 pts)	<u>38</u>	<u>35</u>
Licenses / Insurances / References (5 pts) ✓	<u>5</u>	<u>5</u>
Narrative of Availability and Schedule Capacity (15 pts)	<u>12</u>	<u>12</u>
- Key Operations Location ✓		✓
<b>Inclusion of Required Forms (5 pts)</b>	<u>5</u>	<u>5</u>
Includes: <b>BF 4</b> - Exhibit E - Anti-Kickback Affidavit ✓ <b>BF 5</b> - Exhibit F - Non-Collusion Affidavit ✓ <b>BF 6</b> - Exhibit G - Conflict of Interest Disclosure Form ✓		✓ ✓ ✓
<b>Total Score:</b>	<u>95</u>	<u>92</u>
<b>Ranking</b>	<u>          </u>	<u>          </u>

Evaluator:

Written Name:

Signature

Date:

JOHN WILLE

10/13/2025

*[Handwritten Signature]*

Exhibit A

**RFQ #115 2025 Professional Engineering & Design Services for the  
10<sup>th</sup> Street Road and Green Infrastructure Improvements**

**EVALUATION AND SCORING SHEET**

Evaluation Category	Baxter & Woodman	Civil Works
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**PART 1**

**Completion of Proposal Submittal Form (5 pts)**

Includes: **BF 1** - Bid Form Signature Page  
- Acknowledge Addenda

5

5

**Exhibit A - Scope of Work (5 pts)**

Includes: **BF 2** - Acknowledge Scope of Work Page

5

5

**Firms Qualifications & Experience & Personnel**

Includes: **BF 3**

Expertise / Experience of Firm Personnel & Sub-consultants (25 pts)

- Staffing Organizational Chart  
- Key Personnel Resumes

24

25

Relevant Engineering and Design Experience (40 pts)

40

40

Licenses / Insurances / References (5 pts)

5

5

Narrative of Availability and Schedule Capacity (15 pts)

15

15

- Key Operations Location

**Inclusion of Required Forms (5 pts)**

Includes: **BF 4** - Exhibit E - Anti-Kickback Affidavit

**BF 5** - Exhibit F - Non-Collusion Affidavit

**BF 6** - Exhibit G - Conflict of Interest Disclosure Form

5

5

**Total Score:**

99

100

**Ranking**

2nd

1st

**Evaluator:**

Dwayne Bell, Sr.

10/13/2025


Written Name:

Date:

Signature



Exhibit B

		Project # 115-2025			DATE/TIME: 10/13/25
PROJECT: 10th St Road & Green Infrastructure Improvements					11am
Evaluation Committee Meeting Sign-in Sheet					
	CONTACT NAME & COMPANY	ADDRESS	PHONE	FAX	EMAIL ADDRESS
1	Jeff Hiscock Baxter + Woodman	1601 Forum Dr.	561-425-7760		jhiscock@baxterwoodman.com
2	Rox Sellers	1601 Forum Dr	561-822-7265		rsellers@baxterwoodman.com
3					
4					
5					
6					
7					
8					
9					
10					
11					