

MINUTES OF THE INTERVIEWS AND FINAL CMAR SELECTION

**Jetson Center for Youth
Office of Juvenile Justice
Baker, Louisiana
Project No. 08-403-04-02, Part 09, F.08000078**

A meeting of the selection committee to conduct interviews and make the final selection for the project referenced above was held in the Claiborne Building, 1201 N. Third Street, Louisiana Purchase Rm 1-100, Baton Rouge, Louisiana 70802 on 5/22/2025.

The meeting was called to order at 1:02 p.m. by Matthew Baker, CMAR Coordinator. Those committee members present were Tad Sebastian, Charles Funderburk, Jason Starns, Rick Lipscomb, John Donahue.

The first item of business was to ask for any public comments. There were none.

The next item of business was to enter executive session for interviews. There was a roll call vote and all committee members agreed to enter executive session.

Presentations during the executive session were as follows:

1:05 p.m. – 2:05 p.m. The Lemoine Company, LLC

2:15 p.m. – 3:15 p.m. Arkel Constructors, LLC

Ratcliff Construction Company, LLC was invited to interview, but declined to participate.

The committee reconvened at 3:25 p.m. Those committee members present were: Tad Sebastian, Charles Funderburk, Jason Starns, Rick Lipscomb, John Donahue. There was a roll call vote and all committee members agreed to exit executive session.

Mr. Baker explained the scoring and ranking of applicants, outlining the following:

The purpose of this meeting is to score the applicants to determine who the committee will recommend for award for the Part A: Pre-Construction Services contract. Ballots were provided to each committee member for the purpose of ranking each Proposal 1st or 2nd for four different evaluation and selection criteria. The following scores are assigned to each rank: 1st = 3 points and 2nd = 2 points. Scoring will be in descending order with the highest total score representing the best score.

The first evaluation and selection criteria outlined in Tab 1 of the RFQ is History, Organization, Financial Condition of Proposer, which includes:

- Business organization and history of the Proposer
- Organization structure
- Financial condition

Mr. Baker requested the committee members share their thoughts and recommendations for this criterion. There were none.

Mr. Baker requested that committee members complete their ranking on this evaluation and selection criteria on their ballots.

Mr. Baker explained that the second evaluation and selection criteria that was outlined in Tab 2 of the RFQ is Qualifications & Staffing Plan, which includes:

- Pre-Construction Program
- Experience of key personnel including proposed partners and others proposed in key roles for the project.
- Relationships with the sub-contractor market
- Pre-construction phase staffing plans

- Construction phase staffing plans

Mr. Baker requested the committee members share their thoughts and recommendations for this criterion. There were none.

Mr. Baker requested that committee members complete their ranking on this evaluation and selection criteria on their ballots.

Mr. Baker explained that the third evaluation and selection criteria that was outlined in Tab 3 of the RFQ is Approach & Methodology, which includes:

- Management approach
- Project organization
- Expectation of being able to propose and meet an acceptable GMP on time that meets the Owner's expectations
- Unique capabilities/resources
- Proposed strategy to maximize DBE, SE, and/or Veteran-Owned Firms participation on this Project
- Safety program

Mr. Baker requested the committee members share their thoughts and recommendations for this criterion. There were none.

Mr. Baker requested that committee members complete their ranking on this evaluation and selection criteria on their ballots.

Mr. Baker explained that the fourth and final evaluation and selection criteria that was outlined in Tab 4 of the RFQ is Past Performance and Experience on Similar Projects, which includes:

- Pre-construction and construction experience of Proposer and its Management Team on similar projects with comparable scale and complexity.
- Experience with innovative delivery and procurement strategies
- Experience in proposing innovative design alterations that preserve quality at less cost
- History of previous professional relationship(s) between proposed team members, the Architect, and the Owner
- Demonstration of ability to provide well integrated, team approach to pre-construction services on past projects
- Satisfaction on similar projects verified with past employers/customers.
- Past performance of DBE, SE and/or Veteran-Owned Firms participation on similar projects
- Safety record

Mr. Baker requested the committee members share their thoughts and recommendations for this criterion. There were none.

Mr. Baker requested that committee members complete their ranking on this evaluation and selection criteria on their ballots.

Mr. Baker collected the ballots and read the rankings aloud. The rankings were recorded, scored and totaled to derive a total score for each Proposer. The following scores are assigned to each rank: 1st = 3 points and 2nd = 2 points. Scoring is descending order with the highest total score representing the best score.

The following scores were recorded.

History, Organization, Financial Condition of Proposer

	Tad Sebastian	Charles Funderburk	Jason Starns	Rick Lipscomb	John Donahue	Total
Arkel Constructors, LLC	2	3	2	2	2	11
The Lemoine Company, LLC	3	2	3	3	3	14

Qualifications and Staffing Plan

	Tad Sebastian	Charles Funderburk	Jason Starns	Rick Lipscomb	John Donahue	Total
Arkel Constructors, LLC	3	3	3	3	3	15
The Lemoine Company, LLC	2	2	2	2	2	10

Approach and Methodology

	Tad Sebastian	Charles Funderburk	Jason Starns	Rick Lipscomb	John Donahue	Total
Arkel Constructors, LLC	3	3	3	3	3	15
The Lemoine Company, LLC	2	2	2	2	2	10

Past Performance and Experience on Similar Projects

	Tad Sebastian	Charles Funderburk	Jason Starns	Rick Lipscomb	John Donahue	Total
Arkel Constructors, LLC	3	3	3	3	3	15
The Lemoine Company, LLC	2	2	2	2	2	10

TOTAL SCORES

	History, Organization, Financial Condition of Proposer	Qualifications and Staffing Plan	Approach and Methodology	Past Performance and Experience on Similar Projects	Total
Arkel Constructors, LLC	11	15	15	15	56
The Lemoine Company, LLC	14	10	10	10	44

Arkel Constructors, LLC will be recommended in writing to the owner by the selection review committee for the Part A: Pre-Construction Services contract award.

Meeting was adjourned at 3:39 p.m.