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SANTA ROSA ISLAND AUTHORITY
PENSACOLA BEACH, FLORIDA
MINUTES OF THE COASTAL ENGINEERING
RFQ REVIEW COMMITTEE MEETING

March 17, 2022

The advertised Coastal Engineering RFQ Review Committee Meeting was held in the SRIA meeting room, on Thursday, March 17, 2022 beginning at 10:00am.

In attendance were, Juan C. Lemos, Director of Development Services for SRIA, Karen Sindel, SRIA Board Member, Tim Day, Senior Natural Resources Manager for Escambia County, and Kara Gauntt, Assistant Manager for SRIA.

Mr. Lemos started the meeting by asking if there were any issues with the applicants. There were none. He stated he would take the scores and compile them. Mr. Lemos then stated that all three firms, regardless of score, would be invited back to make presentations to the Committee.

RFQ Response Tabs 1, 2, 3, 6, and 7 were scored with the following total averages. (See attached scoring sheets.)

- 1) Olsen & Associates- 89
- 2) Moffatt & Nichol Inc.- 79
- 3) Geosyntec- 79

Mr. Lemos stated he would maintain all score sheets until the presentations on March 25, 2022. The committee members then had a brief discussion and decided against presentations. In lieu of presentations, the committee members will ask all three firms three to five questions, one of which will be the following:

'What makes you uniquely qualified to provide Coastal Engineering Services for the SRIA over the other two firms?'

Firms will have 20 minutes maximum each with 10 minutes between firms for the Committee members to discuss. Ms. Gauntt will reach out to the three firms and schedule them for one of the following times to meet with the Committee on March 25, 2022: 8:30 am, 9am, and 9:30am.

There being no further business, the Coastal Engineering RFQ Review Committee Meeting adjourned at 11:00am.



Juan C. Lemos
Director of Development

JL:kg

OLSEN

Coastal Engineering Services RFQ
SRIA-Coastal-01-28-22-01
Score Sheet

Respondent: _____ Reviewer: LEMOE-

		JL Score	TD Score	KS Score
Tab 1	Ability and Experience (maximum points 15)	15	15	15
Tab 2	Professional Personnel and Resources (maximum points 40)	37	37	37
Tab 3	Effect of Firm's Current and Projected Workload/Timely Completion of Projects (maximum points 5)	5	5	5
Tab 4	Local Preference (will be provided by Exec. Dir.) (point value will be 5, 3, or 0)	0	0	0
Tab 5	M/WBE (will be provided by Exec. Dir.) (point value will be 5, 2, or 0)	2	2	2
Tab 6	Interactions with Regulatory Agency Staff (maximum points 20)	20	20	20
Tab 7	Survey of Past Performance (Exec. Dir. or designee will take average of all surveys) (point value will be 10, 8, 6, 4, or 2)	10	10	10
Totals:		89	89	89

0

NOTES:

Coastal Engineering Services RFQ
SRIA-Coastal-01-28-22-01
Score Sheet

Respondent: _____ Reviewer: LEMIOS

		JL Score	TD Score	KS Score
Tab 1	Ability and Experience (maximum points 15)	13	13	13
Tab 2	Professional Personnel and Resources (maximum points 40)	34	34	34
Tab 3	Effect of Firm's Current and Projected Workload/Timely Completion of Projects (maximum points 5)	3	3	3
Tab 4	Local Preference (will be provided by Exec. Dir.) (point value will be 5, 3, or 0)	3	3	3
Tab 5	M/WBE (will be provided by Exec. Dir.) (point value will be 5, 2, or 0)	0	0	0
Tab 6	Interactions with Regulatory Agency Staff (maximum points 20)	16	16	16
Tab 7	Survey of Past Performance (Exec. Dir. or designee will take average of all surveys) (point value will be 10, 8, 6, 4, or 2)	10	10	10
Totals:		79	79	79

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HOFFMAN & NICHOL

Coastal Engineering Services RFQ
SRIA-Coastal-01-28-22-01
Score Sheet

Respondent: _____ Reviewer: LEMON

		JL Score	TD Score	KS Score
Tab 1	Ability and Experience (maximum points 15)	12	12	12
Tab 2	Professional Personnel and Resources (maximum points 40)	32	32	32
Tab 3	Effect of Firm's Current and Projected Workload/Timely Completion of Projects (maximum points 5)	4	4	4
Tab 4	Local Preference (will be provided by Exec. Dir.) (point value will be 5, 3, or 0)	3	3	3
Tab 5	M/WBE (will be provided by Exec. Dir.) (point value will be 5, 2, or 0)	2	2	2
Tab 6	Interactions with Regulatory Agency Staff (maximum points 20)	16	16	16
Tab 7	Survey of Past Performance (Exec. Dir. or designee will take average of all surveys) (point value will be 10, 8, 6, 4, or 2)	10	10	10
Totals:		79	79	79

0

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