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PROCUREMENT DIVISION

October 30, 2023

To: Holly Kremers, PE, ENV-SP, hkremers@hazenandsawyer.com
Matthew Munz, PE, DBIA, ENV-SP, mattmunz@kennedyjenks.com

Subject: RFP 23-618, Engineering Services for the Dewatering Improvements to the Northwest and Southwest Regional Wastewater Treatment Facilities - Interviews

The Selection Committee will meet and interview the firms short-listed on Tuesday, November 7, 2023, at the following times:

| | |
|---------------------------------|-----------|
| Hazen and Sawyer, P.C. | 9:00 a.m. |
| Kennedy/Jenks Consultants, Inc. | 9:40 a.m. |

The interviews will be held at the Procurement Division, 330 West Church Street, 4th Floor, Room 413, Bartow. Each firm has thirty (30) minutes. The committee requests that only the key personnel who would be assigned to the contract, should your firm be selected, be in attendance to answer questions. We ask that no more than three (3) members of your team be present.

Proposers that have been elevated for interviews will have fifteen (15) minutes to present their qualifications, approach to the project, and the ability to furnish the required services, which will allow for fifteen (15) minutes for questions from the Selection Committee. Critical team members of each firm are allowed to participate in the interviews. Elevated Proposers shall provide a brief overview of their firm focusing on their qualifications, approach to the project, and the ability to furnish the required services.

In accordance with Florida Statute 286.0113, all interviews conducted will be exempt from attendance by anyone other than the selection committee. At the end of the last interview, the meeting will be open to the public and the ranking of firms and recommendation of award will occur in the sunshine.

If you should have any questions, please do not hesitate to let me know.

Please confirm by return email that your firm will be present at the scheduled time noted above.

Regards,

Ari Goldstein
Senior Procurement Analyst