

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

Interview Meeting Minutes

Tuesday, November 7, 2023

Selection Committee Members:

James Tully, Utilities
Jeff Goolsby, Utilities
Jason Jennings, Utilities
Bilynda Chandler, Utilities

Staff: Ari Goldstein, Senior Procurement Analyst

Others: Samantha Lemaster, Hazen and Sawyer, P.C.
Dan Schmidt, Hazen and Sawyer, P.C.
Jacob Porter, Hazen and Sawyer, P.C.
Matt Munz, Kennedy/Jenks Consultants, Inc.
Tim Kelly, Kennedy/Jenks Consultants, Inc.
Leila Sermek, Kennedy/Jenks Consultants, Inc.

Interviews convened at approximately 9:00 a.m. on Tuesday, November 7, 2023. All Selection Committee members were present, with the exception of Darrell Johnson. Presentations were made in alphabetical order followed by questions of the Committee. The interviews ended at approximately 10:10 a.m.

After the Presentation/Interviews, the Selection Committee meeting became open to the public at 10:20 a.m. The Selection Committee ranked the firms one and two with a ranking of one for the Proposer deemed to be the most highly qualified to perform the required services for the project. The following are the firms interviewed and their final ranking by the Selection Committee:

Proposer		Rank
Hazen and Sawyer	Tampa, FL	1
Kennedy/Jenks Consultants, Inc.	Tampa, FL	2

In accordance with the RFP's Selection Process, Elevation Level 3, Proposer Interviews, the Selection Committee collectively decided to recommend the Board authorize staff to enter into contract negotiations with all proposers, beginning with the highest ranked Proposer, Hazen and Sawyer, P.C. Should negotiations fail with highest rank Proposer, negotiations will be terminated, and staff will begin negotiations with the second highest ranked Proposer, Kennedy/Jenks Consultants, Inc.

Meeting was adjourned at approximately 10:30 a.m.

Respectfully submitted,

Ari Goldstein
Senior Procurement Analyst