

**MINUTES  
SELECTION / EVALUATION COMMITTEE  
RLI E-07-22  
CONTINUING CONTRACT FOR MARINE ENGINEERING SERVICES**

**City Commission Chambers  
3:00 p.m. 04/07/22**

The Selection/Evaluation Committee (Committee) consisted of:

Anthony Alhashemi, Project Manager I (Voting)  
George Buenaventura, Facilities Maintenance Services Director (Voting)  
Brian Donovan, Assistant City Manager (Voting)  
John Sfiropoulos, City Engineer (Voting)

Also in attendance:

Jeff English, Purchasing Agent (Non-Voting)  
Tammy R. Thompkins, Purchasing Agent (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish contracts for as-needed marine engineering services to the City and the Community Redevelopment Agency (CRA). This meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division of the General Services Department, and on the City's website. Eight (8) companies submitted responses to the City's Request for Letters of Interest (RLI). The meeting was called to order at 3:00 p.m.

The Purchasing Division facilitated the meeting by explaining the evaluation procedures as detailed in the RLI and collected Conflict of Interest Statements from all voting members. John Sfiropoulos led the technical discussion. Each Committee member reviewed all of the responses in advance of the meeting.

The Committee discussed each of the proposals, and scored the responses using voting forms containing the evaluation criteria published in the RLI, with the following results:

- |    |  |         |
|----|--|---------|
| 1) | Sea Diversified, Inc.....                    | 353     |
| 2) | Aptim Environmental & Infrastructure, LLC .. | 345     |
| 3) | Cummins Cederberg, Inc. ....                 | 326     |
| 4) | Stantec Consulting Services Inc.....         | 302.375 |
| 5) | Moffatt & Nichol, Inc.....                   | 301.35  |
| 6) | HDR Engineering, Inc. ....                   | 298     |
| 7) | Tetra Tech, Inc.....                         | 293     |
| 8) | Bermello, Ajamil & Partners, Inc.....        | 277     |

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, both Stantec Consulting Services Inc., and Moffatt & Nichol, Inc., were awarded an additional 2.5% for compliance with Tier 2 requirements. A copy of the ranking analysis detail is attached.

The Committee decided oral presentations would not be required as the scoring results showed sufficient distinction between the recommended companies. The Committee then discussed how many companies should be recommended for continuing contracts. The consensus of the Committee was that the top three (3) ranked companies would be recommended for contracts, with work authorizations assigned as appropriate to each company's skill set.

An agenda item will be prepared to present the Committee's recommendation to the City Commission for its approval to negotiate contracts with the three (3) highest ranked companies: Sea Diversified, Inc, Aptim Environmental & Infrastructure, LLC, and Cummins Cederberg, Inc.

The meeting adjourned at approximately 3:49 p.m.