

**EVALUATION COMMITTEE MEETING
EVALUATE PROPOSALS RECEIVED FOR SOLID WASTE LANDFILLS
AND OTHER RELATED FACILITIES BID NO. NC19-001
OFFICE OF MANAGEMENT AND BUDGET – CONFERENCE ROOM
March 1, 2019 – 10:00 A.M.**

A meeting of the Evaluation Committee was held this 1st day of March, 2019 at 10:00 a.m. in the Office of Management and Budget conference room at the James S. Page Governmental Complex, Yulee, Florida to conduct evaluation, score, and rank proposals for the Solid Waste Landfills and Other Related Ancillary Facilities (Bid No. NC19-001), in order to formulate a recommendation to be presented to the Board of County Commissioners. Voting members present were Chris Lacambra, Office of Management and Budget; Becky Diden, Solid Waste; Lynn Diden, Solid Waste; and Robert Companion, Engineering Services. Also present were Grayson Hagins, Contract Manager (non-voting), as facilitator and Heather Nazworth, recording secretary.

Mr. Hagins called the evaluation committee meeting to order at 10:03 a.m. He commented that an Request for Qualification (RFQ) was received from S2L, Inc. Following introductions, Mr. Hagins reminded the committee members that any notes they may have made during the evaluation must be turned over to him at the conclusion of the meeting which will become part of the public record. In addition, if the evaluation committee members have made any notations in any of the proposal books, those would also have to be turned in as well.

Mr. Hagins explained that they would be reviewing each evaluation criteria for the proposer. The evaluation criteria will be on the following eight (8) factors: 1) Compliance with RFQ Instructions [maximum 5 points]; 2) Approach to provide general engineering services [maximum 25 points]; 3) Quality Control [maximum 15 points]; 4) Staff Qualifications and Background [maximum 15 points]; 5) Experience with Similar Projects [maximum 20 points]; 6) Schedule and Availability [maximum 10 points]; 7) References [maximum 5 points]; and 8) Attachments [maximum 5 points]. The total maximum score is 100 points. The evaluation committee members provided reasons for their scores contained in the proposal received. A consensus score was reached for each evaluation criteria item for the firm, based upon discussion of the evaluation committee and the information provided in the proposal received. *(See Attachment 1 for scoring for S2L, Inc.).*

| Firm | Total Composite Qualifications and Work Plan Score | Technical Ranking |
|------------------|---|------------------------------|
| S2L, Inc. | 96 | 1 |

It was the consensus of the evaluation committee to present the ranking to the Board of County Commissioners and recommend the firm of S2L, Inc., Bid No. NC19-001.

The meeting adjourned at 10:10 a.m.

Attachment 1:

EVALUATION SCORE SHEET
PROFESSIONAL ENGINEERING SERVICES SOLID WASTE LANDFILLS AND OTHER RELATED ANCILLARY FACILITIES
RFQ NO. NC19-001

| CRITERIA/SCORE VALUE | | POINTS | SZL, Inc |
|----------------------|--|--------|----------|
| 1 | Compliance with RFQ Instructions- Compliance shall be graded on a scale of 0 – 5 points. | 0-5 | 5 |
| 2 | Approach to Provide General Engineering Services - Proposal evaluated on consultant's approach to staffing, administration and proven ability to provide regulatory assistance, design, operation and monitoring assistance to all the items described in Scope of Services, Attachment "A". Approach shall be graded on a scale of 0 – 25 points. | 0-25 | 23 |
| 3 | Quality Control – Proposal evaluated on the quality control process implemented to ensure that quality work products and services can be delivered in a timely manner. Quality Control shall be graded on a scale of 0 – 15 points. | 0-15 | 15 |
| 4 | STAFF QUALIFICATIONS AND BACKGROUND – Proposal evaluated on demonstrated staff qualifications, the team organization and staff assignments, which must include a Professional Engineer licensed in the State of Florida. Also, the proposal will be evaluated on the basis of the consultant's background, including the number of years in business. Qualifications and Background shall be graded on a scale of 0 – 15 points. | 0-15 | 15 |
| 5 | EXPERIENCE WITH SIMILAR PROJECTS – Proposal evaluated on the basis of similar scope project experiences. Projects completed for Nassau County other Counties or Municipal and other state or federal agencies will be considered Project Experience shall be graded on a scale of 0 – 20 points. | 0-20 | 19 |

EVALUATION SCORE SHEET**PROFESSIONAL ENGINEERING SERVICES SOLID WASTE LANDFILLS AND OTHER RELATED ANCILLARY FACILITIES****RFQ NO. NC19-001**

| CRITERIA/SCORE VALUE | | POINTS | S2L, Inc |
|----------------------|--|--------|----------|
| 6 | SCHEDULE AND AVAILABILITY – Proposal evaluated in the choice of the consultants and the team's ability to provide the items detailed in Attachment "A", although Nassau County understands that the actual beginning and completion dates of projects are subject each individual Work Authorization. A firm's close proximity to Nassau County would be important to availability. Schedule and Availability shall be graded on a scale of 0 – 10 points. | 0-10 | 9 |
| 7 | REFERENCES – Three (3) references. References shall be graded on a scale of 0 to 5 points. | 0-5 | 5 |
| 8 | ATTACHMENTS – Attachments shall be graded on a scale of 0 to 5 points. | 0-5 | 5 |

EVALUATION SCORE SHEET

PROFESSIONAL ENGINEERING SERVICES SOLID WASTE LANDFILLS AND OTHER RELATED ANCILLARY FACILITIES

RFQ NO. NC19-001

| CRITERIA/SCORE VALUE | POINTS | S2L, Inc |
|----------------------|--------|----------|
| TOTAL SCORE: | 100 | 96 |

Evaluation Committee Signatures:

Becky Diden Becky S. Diden

Chris Lacambra Chris Lacambra 3.1.19

Lynn Diden Lynn Diden 3-1-19

Robert companion Robert companion 03/01/2019