

**SHORT LIST ORAL PRESENTATIONS/
EVALUATION COMMITTEE MEETING
FRIDAY, APRIL 21, 2017 – 8:30 A.M.
BID NO. NC16-033 – CONTINUING CONTRACT FOR ENGINEERING SERVICES FOR NAU
COMMISSION CHAMBERS, JAMES S. PAGE GOVERNMENTAL COMPLEX**

A noticed evaluation committee meeting was held this 21st day of April 2017 beginning at 8:30 a.m. in the Commission Chambers, James S. Page Governmental Complex, Yulee, Florida. The purpose of the meeting was to hear oral presentation as part of a competitive solicitation at which vendors will make presentation and may answer questions regarding Bid No. NC16-033, Continuing Contract for Miscellaneous Engineering Services for Nassau Amelia Utilities (NAU). The three firms presenting were Four Waters Engineering, GAI Consultants, Inc. and J. Collins Engineering.

Evaluation Committee Members present were Scott Herring, Public Works Director; Becky Bray, Engineer III; and Josephine Craver, Engineer II (voting members); and Shelly Caldwell, Engineering Department (facilitator, non-voting member). Also present was Peggy Snyder, recording secretary.

Mr. Herring called the meeting to order at 8:54 a.m. noting that this meeting was the short list oral presentation and evaluations for Continuing Contract for Miscellaneous Engineering Services for NAU, Bid No. NC16-033. The participants introduced themselves for the record. He advised that Shelly Caldwell would be assisting today to tally the evaluation scores to determine the ranking order of the firms. Mr. Herring explained that the meeting was now closed in order to hear the oral presentations from the three top-ranked firms. The meeting will be opened when the evaluations of the firm begins. Mr. Herring explained the fifteen minute time frame for the firm to make presentation followed by a fifteen minute period for follow-up questions and answers. He added that Ms. Caldwell will advise the firm when they have five minutes remaining for their presentation and also when they have one minute remaining.

The first firm to provide presentation was Four Waters Engineering represented by Angela Bryan, President, and Tim Taylor, Vice President. Following introductions, Ms. Bryan provided an overview of their firm and their key personnel. She mentioned that although Four Waters Engineering was a younger firm, they are headquartered in Jacksonville Beach and the team members are local and have at least 20 years of experience providing continuing services contracts to smaller municipalities. Being local, the firm understands local conditions and coastal needs. Ms. Bryan will serve as Project Manager and she has 21 years of experience in water and wastewater treatment. She has served as Project Manager for continuing service contract projects with JEA and the Cities of Labelle and St. Augustine. Ms. Bryan provided the experience and specialties of the key personnel and subconsultants.

Ms. Bryan explained her firm's project approach includes a thorough understanding of critical project issues, development of a thorough proposal scope and approach and then go back through the scope of work to vet any potential pitfalls and contingencies. Ms. Bryan explained that allowing for contingencies will help prevent change orders. She will be a constant as Project Manager; always in charge of tasks which will make communication and coordination much clearer. Her firm is a strong advocate for regular meetings and proactive communication with staff and subconsultants.

Mr. Taylor addressed innovative ideas offering alternative evaluations. If there are alternatives to the project, this firm will provide the best value for the dollar. They also strive to not over-design the project; only what is needed and necessary. He added that Four Waters Engineering has extensive experience with small communities. He explained that Four Waters understands construction budgets and they thoroughly vet designs. They also have relationships with local contractors and obtain their comments for design and construction costs prior to bids. He explained that Four Waters is local and responsive.

Four Water Engineering responded to questions posed by the evaluation committee related to: 1) providing value engineering on a lift station replacement that came in over budget; 2) how the firm would rerate the wastewater treatment plant; 3) firm's experience working with smaller, older utilities; 4) experience with implementing a Water and Sewer MSBU for water and sewer services for an existing 350 unit subdivision; 5) experience with contract claims submittals; and 6) firm's use of new technology and products as it relates to collection and distribution systems.

Mr. Herring inquired as to Four Waters Engineering's duties for the City of LaBelle. Mr. Taylor advised that the firm was the contract water and wastewater engineer. His firm provides a range of tasks. They are currently assisting with the design. Mr. Taylor also pointed out that his firm will often do the grant applications for projects from septic to sewer and provide design and construction administration of the projects.

Four Waters Engineering departed the meeting at 9:30 a.m. There was neither pause in the proceedings nor any action taken.

Mr. Herring advised that the committee will begin their preliminary evaluation and scoring of the Four Waters Engineering's proposal and presentation. Following discussion, the evaluation committee scored the firm as follows:

FOUR WATERS ENGINEERING			
	Scott Herring	Becky Bray	Josephine Craver
Experience and qualification of Project Manager (max 10 pts)	9	9	9
Experience and qualifications of key personnel & team (max 10)	9	9	9
Approach to the project (max 5 pts)	4	4	4
Innovative ideas (max 15 pts)	13	13	13
Team understanding of unique qualities (max 20 pts)	18	18	18
Special considerations to reduce construction costs (max 10 pts)	8	8	8
Responses to questions asked (max 30 pts)	25	25	25
Total Points	86	86	86

The next firm to provide presentation was GAI Consultants. Representing GAI Consultants were Jay Ameno and Scott Richards, Senior Engineering Managers; Ron Hoogland, Senior Advisor; M.J. Chen, Assistant Manager, and Sid Howell, Jr, Construction Services. He highlighted the experience of the staff as well as their specialties.

Following introductions, Mr. Herring explained the format and time limit for the presentation. Mr. Hoogland introduced the GAI Consultants staff and provided an overview of each staff member and their experience. Mr. Hoogland pointed out that this firm has a proven history in Northeast Florida and the key members are local. Their company has been in operation for 56 years and in Jacksonville since 1998. The firm employs over 900 employees with 200 in Florida; however, they are very client focused.

Mr. Richards explained that he would be the Project Manager noting that he has experience with Nassau Amelia Utilities (NAU). He worked with the County in 2010-2011 on the sludge press buildings with PBS&J. The team has water expertise throughout the state and they have a lot of history with the small to mid-sized utilities. The team approach is three pronged: 1) Listen – understand NAU's goals and needs, perspective and budget; 2) One Team – they will need to partner with the NAU team to ensure communication and responsiveness. 3) Deliver - on time, within-budget and deliver results. He provided an overview of innovative ideas for system optimization, pipeline rehabilitation, material and data. He mentioned that NAU has great operators that have a vast amount of knowledge in their heads which needs to be captured. Mr. Richards provided an overview of how his team understands utilities and NAU. They are prepared to do a wide variety of projects as needed for the County.

GAI Consultants responded to questions posed by the committee members pertaining to value engineering on a lift station replacement that came in over budget; how the firm would rerate the wastewater treatment plant;

experience with smaller, older utilities; Water and Sewer MSBU services for 350 unit subdivision; experience with contractor claims submittals; and use of new technology related to collection and distribution systems.

Ms. Caldwell explained that this concludes the presentation time frame. The firm departed the meeting at 10:16 a.m. There was no pause in the proceedings or action taken.

The Evaluation Committee began their preliminary evaluation of GAI Consultants based upon their presentation and handouts. Following discussion, the firm was ranked as follows:

GAI CONSULTANTS			
	Scott Herring	Becky Bray	Josephine Craver
Experience and qualification of Project Manager (max 10 pts)	9	9	9
Experience and qualifications of key personnel & team (max 10)	9	9	9
Approach to the project (max 5 pts)	4	4	4
Innovative ideas (max 15 pts)	13	13	13
Team understanding of unique qualities (max 20 pts)	18	18	18
Special considerations to reduce construction costs (max 10 pts)	8	8	8
Responses to questions asked (max 30 pts)	25	25	25
Total Points	86	86	86

The next firm to make presentation was J. Collins Engineering Associates represented by John Collins, President and Project Manager; Gary Adams, Project Engineer; David Bolam, Project Engineer; and Donna Kaluzniak, Regulatory Compliance Specialist.

Mr. Herring explained the format and timeline for the firm's presentation. Following introductions by staff, Mr. Collins introduced his key personnel and team members attending today noting that they were all seasoned professionals; two were former utility directors and two are engineers. Mr. Collings explained that his firm is a multi-disciplined Utility Team with responsive client service. They have expertise with all aspects of utility operation, maintenance, and planning and construction administration by providing truly cost effective client service through low overhead. Mr. Collins provided highlights of his personnel and their experience in all areas of water, wastewater, and reclaimed water. The firm has a long history of providing continuous contracts for local government agencies.

Ms. Kaluzniak addressed the committee noting that their team has key personnel in specialty areas of grant writing and loan application, water and wastewater process engineering; utility financial and rate studies; utility management; utility regulatory compliance and permitting; and treatment plant operation and maintenance. These team members have a wide array of project experience. In addition, they have a land surveyor, hydrogeologist, electrical engineer, and a professional landscape architect, if needed. The minimum amount of experience is 20 years per team member. The team is also familiar with Nassau Amelia Utilities and hope to be considered an extension of their staff. She added that the firm's experience, expertise and creativity will produce innovative ideas with unique designs, new technologies, working with regulatory agencies, procurement and project delivery methods, and value engineering. She explained COAB energy savings, reducing electrical use with power-saving upgrades, reusing existing tankage, green technology, and neighborhood-friendly designs. Ms. Kaluzniak also addressed the team's understanding of unique qualities and the nature of service. They understand the challenges of local water utilities. She also mentioned numerous grants they have acquired for water utilities. The firm ensures regulatory compliance; provides integration of capital, operations and financial planning; and provides consumptive use permit and regulatory reports, updates and correspondence.

The firm responded to questions posed by the committee members related to value engineering on a lift station replacement coming in under budget; how the firm would rerate the wastewater treatment plan; experience with smaller, older utilities; implementing a Water and Sewer MSBU for an existing 350 unit subdivision; experience

with contractor claims submittals; and recommendations on the use of new technology and products related to collection and distribution systems.

There being no additional questions for the firm, J. Collins Engineering departed the meeting at 11:16 a.m. and the Evaluation Committee began their preliminary review of the firm. Following discussion, the following scoring was determined.

J. COLLINS ENGINEERING			
	Scott Herring	Becky Bray	Josephine Craver
Experience and qualification of Project Manager (max 10 pts)	9	9	9
Experience and qualifications of key personnel & team (max 10)	10	10	10
Approach to the project (max 5 pts)	4	4	4
Innovative ideas (max 15 pts)	13	13	13
Team understanding of unique qualities (max 20 pts)	18	18	18
Special considerations to reduce construction costs (max 10 pts)	8	8	8
Responses to questions asked (max 30 pts)	20	20	20
Total Points	82	82	82

The committee began their final evaluation. The committee members agreed that J. Collins Engineering seemed to ramble somewhat on the response to several questions and the Project Manager had to be prompted on several answers. The final score for J. Collins Engineering will result in their ranking as third. Four Waters and GAI Consultants were ranked equally.

Between these two firms, Ms. Craver felt that Four Waters and GAI were both very qualified and provided great presentations. Considering which one would be best for NAU, the choice would be a larger or smaller firm. In her opinion, GAI has knowledge of the NAU system and have plans for moving ahead. She also liked Four Waters Engineering's experience with local governments and access to resources.

Ms. Bray considered these two firms noting that working with a smaller firm has its advantages. The larger firms have more staff and more experienced personnel. Four Waters Engineering has had experience with smaller to medium sized utilities; however, GAI Consultants is already experienced with NAU and seems to have a plan to work forward.

Mr. Herring stated that he was attracted to Four Waters Engineering in terms of their experience with smaller utilities; however, an advantage of GAI Consultants' presentation today was the potential of NAU's asphaltic concrete pipe bursting. This will be a problem which will require attention very soon. Ms. Bray explained that this problem is included on the Capital Improvement Project and is something that has to be addressed in the near future.

Mr. Herring stated that he ranked the firms as follows: 1) GAI Consultants, 2) Four Waters Engineering, and 3) J. Collins Engineering. He explained that his choice of GAI Consultants was based not only on the concrete pipe bursting but also the fact that they mentioned their 25 other funding sources. They seemed to bring more depth and breadth of experience for what NAU is looking for in the next three to five years from a utility consultant.

Ms. Craver also determined that GAI Consultants as the top-ranked firm as they seemed knowledgeable about the grants as they had numerous sources; her second choice was Four Waters Engineering and third was J. Collins Engineering. She like the fact that GAI was eager to work with NAU's staff to document their knowledge. She acknowledged that the scoring was very close on these firms. Mr. Herring pointed out that any of these three firms were capable of handling the continuing contract. Four Waters Engineering and GAI Consultants were virtually tied. He pointed out that he had not heard of "forgiveness loans" until GAI Consultants presentation. Ms. Bray pointed out that this is a very tough decision. She agreed with Ms. Craver regarding capturing the NAU operator's knowledge. She had been trying to capture that data and she understood how difficult that was to do.

She also did not know that there were 25 funding sources and forgiveness loans. Mr. Herring mentioned that Mr. Richards had work with PBS&J on the original rerating of the wastewater treatment plant and installed the sludge press which provides additional history for GAI Consultants. Ms. Bray agreed that Mr. Richard's familiarity with the project would help staff with planning for the future.

Ms. Bray stated that her ranking of the firms was as follows: 1) GAI Consultants; 2) Four Waters Engineering, and 3) J. Collins Engineering.

Following discussions, it was the consensus of the committee to provide the following final scoring as follows:

Consensus Scoring			
	Four Waters	GAI	J. Collins
Experience and qualification of Project Manager (max 10 pts)	9	9	9
Experience and qualifications of key personnel & team (max 10)	9	9	10
Approach to the project (max 5 pts)	4	4	4
Innovative ideas (max 15 pts)	13	13	13
Team understanding of unique qualities (max 20 pts)	18	18	18
Special considerations to reduce construction costs (max 10 pts)	8	8	8
Responses to questions asked (max 30 pts)	25	27	20
Total Points	86	88	82

There was consensus to request approval of the Evaluation Committee's recommendation of the number one ranked firm, GAI Consultants, to the Board of County Commissioners and request authorization to negotiate with GAI Consultants for Bid No. NC16-033, Continuing Contract for Miscellaneous Engineering Services for NAU.

There being no further discussion, the meeting adjourned at 11:38 a.m.