



**SANTA ROSA COUNTY
ENGINEERING DEPARTMENT**

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MEMORANDUM

TO: Tony Gomillion, County Administrator

FROM: Michael W. Schmidt, P.E., Assistant County Engineer

THROUGH: Roger A. Blaylock, P.E., County Engineer 

DATE: April 6, 2016

RE: Discussion of Engineering Evaluations for the Settlers Colony Drainage Expansion

RECOMMENDATION

Recommend approval of rankings and authorize staff to develop contract with top four ranked firms for four distinct segments of the expansion project.

BACKGROUND

The BOCC authorized the advertisement for request for engineering qualifications. Six engineering firms provided qualifications, for the Settlers Colony drainage expansion.

ENGINEERING RFQ EVALUATION CRITERIA
Santa Rosa County HMGP Settlers Colony Drainage Expansion

Settlers Colony Drainage Expansion Project

TAB REF		Points Available	Gulf Civil Engineering, LLC	Atkins	Fabre Engineering & Survey	Baskerville-Donovan, Inc.	Volkert Inc.	Southern Site & Utility Design
2	Location of firm (consider locations of parent company, branch or subsidiary and proposed project team)	10	10	10	10	10	10	10
2	Firm's designation as certified minority business enterprise, women's business enterprise, or labor surplus area firm.	5	5	0	5	0	0	0
2,3,8	Ability of Professional Personnel (consider firm's integrity, compliance with public policy, record of past performance, and financial and technical resources).	15	13	15	13	15	15	15
3	Projected workloads of the firm (consider recent, current and projected workloads of each key personnel)	15	13	13	13	14	13	13
3,4	Willingness and ability to meet time and budget requirements (consider acknowledgement of project deadlines and demonstrated ability to devote the needed time and staff resources to the project in order to meet deadlines)	15	15	15	15	15	15	15
4	Demonstration of project approach and description of work management plan to meet the project requirements as well as knowledge and familiarity of the project area and conditions and needs that exist within the project area	15	15	15	15	15	15	14
5	Demonstrated knowledge and experience with the Hazard Mitigation Grant Program (HMGP) including familiarity with FEMA's Benefit Cost Analysis technical process	10	0	10	7	10	10	10
6,7	Similar project experience and performance with stormwater/drainage systems design and permitting in the State of Florida including prior design history experience and performance with Santa Rosa County specific to a HMGP funded project	10	7	10	8	10	10	10
6,7	Volume of engineering related contracts previously awarded to the firm by Santa Rosa County	5	0	5	4	5	4	5
TOTAL POINTS:		100	78	93	90	94	92	92

DIRECTIONS: Score each firm in each category. In the event of a tie for 1st or 2nd place, there will be another scoring round using only the two tied firms to determine their final ranking.

Evaluator's Name: _____

Signature: _____

Date: _____