

CITY OF BROOKSVILLE



MINUTES OF THE RFQ OPENING - September 13, 2019 RFQ CD2019-09 Professional Environmental Engineering and Consulting Services EPA Brownfields Assessment Program

A RFQ Opening was held for RFQ No. CD2019-09 at 3:00 p.m. on Friday, September 13, 2019, in the City Hall Council Chambers, 201 Howell Avenue, Brooksville, FL for the **RFQ CD2019-01 Professional Environmental Engineering and Consulting Services EPA Brownfields Assessment Program**. In attendance were Steve Gouldman, City Planner; Cassie Harmon, Admin Assistant, Community Development Department; and Jennifer J. Battista, City Clerk.

No one from the public attended.

The City Clerk advised that this RFQ was advertised in the August 9, 2019 edition of the Hernando Sun and Tampa Bay Times. It was also posted on DemandStar and on the City's website. She advised that one addendum was issued August 30, 2019. Five responses were received, as follows:

1. BFA – Barnes, Ferland and Associates, Inc., 1230 Hillcrest Street, Suite 100, Orlando, Fl. 32803.
 - The bid properly notated
 - One original
 - Twelve copies received
 - CD included
 - Public Entity Crime Statement
 - Drug-Free Workplace Certificate
 - Non collusion form
 - Acknowledgement of addendum 1

2. Cardno, 20215 Cortez Blvd, Brooksville, Fl. 34601.
 - The bid properly notated
 - One original
 - Twelve copies received
 - CD included
 - Public Entity Crime Statement
 - Drug-Free Workplace Certificate
 - Non collusion form
 - Acknowledgement of addendum 1

3. ERMO – Environmental Risk Management, Inc., 5810 Breckenridge Parkway, Suite D., Tampa, Fl. 33610.
 - The bid properly notated
 - Original was presumed received, but not marked
 - Twelve copies received
 - CD included
 - Public Entity Crime Statement
 - Drug-Free Workplace Certificate
 - Non collusion form
 - Acknowledgement of addendum 1

4. S & ME, Inc., 111 Kelsey Lane, Suite E., Tampa, Fl. 33619.
 - o The bid properly notated
 - o One original
 - o Twelve copies received
 - o Flash Drive included
 - o Public Entity Crime Statement
 - o Drug-Free Workplace Certificate
 - o Non collusion form
 - o Acknowledgement of addendum 1

5. Universal Engineering Sciences, Inc., 9802 Palm River Road, Tampa, Fl. 33619.
 - o The bid properly notated
 - o One original
 - o Twelve copies received
 - o CD included
 - o Public Entity Crime Statement
 - o Drug-Free Workplace Certificate
 - o Non collusion form
 - o Acknowledgement of addendum 1

City Planner Gouldman advised that the staff will convene a selection committee for ranking proposals within the next two to three weeks.

The Bid Opening concluded at 3:08 p.m.

s/Jennifer J. Battista
Jennifer J. Battista
City Clerk