

**MINUTES
BID COMMITTEE MEETING
TUESDAY, JUNE 11, 2019**

1. CALL TO ORDER:

Mr. Bragg Farmer called the meeting to order on Tuesday, June 11, 2019 at 9:40 a.m., in the Destin City Hall Conference Room

2. ROLL CALL:

Members Present:

Bragg Farmer, Finance Director/Chairman	Kim Montgomery, Deputy City Clerk
Michael Burgess, Public Services Director	Joe Bodi, Engineering Assistant
Karen Jankowski, Human Resources Mgr.	
Louis Zunguze, Community Development Director	
Webb Warren, Deputy City Manager (present first half of meeting)	

3. APPROVAL OF MINUTES: April 9, 2019

Motion to approve the minutes of the April 9, 2019 meeting by Karen Jankowski, seconded by Bragg Farmer. A roll call vote of 4-0 was taken and the motion passed.

4. NEW BUSINESS:

• RFP 19-02-PS, Airport Road Signage & Marking

The members reviewed the submittals and provided their scoring for each except for the two companies that were deemed unresponsive for lack of providing the required signed addendum.

Mr. Bodi informed the members that he will need to provide their scoring sheets to FDOT for their review process.

Mr. Burgess apologized for not having his score sheet ready and asked if he could have more time to review each bid submittal and score each. The decision was to adjourn the meeting and continue it on Thursday, June 13th at 2:00 p.m.

At this time, Chairman Farmer adjourned to meeting with the stipulation that they would reconvene the meeting on Thursday, June 13th at 2:30 p.m.

*****Thursday, June 13th, 2019 – 2:30 p.m. – Mr. Farmer reconvened the meeting for further discussion*****

Mr. Burgess provided the following scores for each company:

Connelly & Wicker – 87

Dewberry – 85

Volkert – 85

Gortemoller – 74

Avcon – 72

Baskerville Donovan – 60

Connelly & Wicker – 374 total points
Volkert – 367 total points

Motion to by Mr. Burgess, seconded by Mr. Zunguze to submit to City Council the applicant Connelly & Wicker, Inc. for the award of bid • RFP 19-02-PS, Airport Road Signage & Marking Project. The motion passed 4-0 with Mr. Warren being absent for the vote.

- **RFB 19-04-PS, Disaster Recovery Services**

Mr. Farmer spoke of how the city staff needs to be responsible to ensure that if there is a storm event in the city, that the company awarded the bid does not come in with numerous equipment and start billing for the city hourly pointing out that the funds could quickly get used up. There was a discussion regarding monitoring responsibilities.

Mr. Burgess provided an invoice from a past storm event and figured up the different machinery that was used with the rates that were provided by the bidders to use an example.

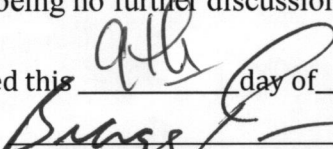
Based on the rates provided and the size of the company and experience, the members chose TFR Enterprises and Crowder-Gulf for the contract. Mrs. Jankowski questioned if they should be concerned with the number of standby contracts that TFR has already. In discussion, the members determined that is not a concern.

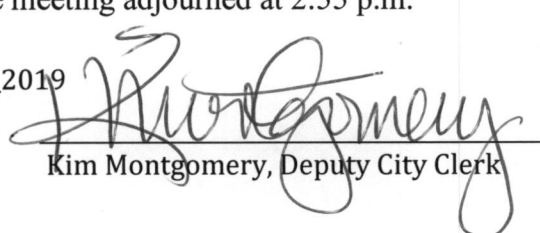
Motion by Mr. Farmer, second by Mr. Burgess to recommend City Council to engage the contact for RFB 19-04-PS, Disaster Recovery Services to TFR Enterprises and Crowder-Gulf. The motion passed 4-0 with Mr. Warren being absent for the vote.

ADJOURNMENT:

There being no further discussion at this time; the meeting adjourned at 2:55 p.m.

Adopted this 9th day of July 2019


Bragg Farmer, Finance Director


Kim Montgomery, Deputy City Clerk