



City of Freeport
SPECIAL COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
March 14, 2019 Minutes

I. Meeting Opened

The March 14, 2019 Special Council Meeting was called to order at 6:00 p.m. by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council Members present: Mayor Russ Barley, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilwoman Amanda Green, Councilwoman Elizabeth Haffner, and Councilman William “Boots” McCormick

Staff present: City Clerk Rebecca Podraza, Assistant City Clerk Lori Cox, City Attorney Clayton Adkinson, and City Planning Director Latilda Hughes-Neel

II. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

III. RFQ For Professional Engineering Services

Mayor Barley turned the meeting over to City Clerk Podraza and Assistant Clerk Lori Cox.

Clerk Podraza introduced the first presenter Kimley-Horn Engineering at 6:11 pm.

The presentation included the following:

1. Project Vision & Goals
2. Work Management Plan
3. USDA Rural Development Grant/Loan
4. USDA Experience
5. Previous Relevant Project Experience
6. Technical Approach
7. Preliminary Engineering Report
8. Training and Operation Support
9. Why Select Kimley Horn

Q&A

Councilwoman Haffner asked if the firm is sure the changes they are presenting would be accepted by USDA. The firm advised that it is common practice to make changes during the design phase.

The City of Freeport may take action on any matter during this meeting, including items that are not set forth within this agenda.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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Clerk Podraza introduced the second Presenter Smith Seckman Reid, Inc. (SSR) at 6:38 pm. The Presentation included the following:

1. Project Backdrop
2. State Holders
3. Project Drivers
4. Project Understanding
5. Project Approach
6. Project Team
7. Expertise Survey
8. Expertise Geotechnical
9. Expertise Civil/Site Design
10. Conclusion

Q&A: None

Clerk Podraza introduced the third presenter Dewberry Engineering at 7:04 pm. The presentation included the following:

1. Dewberry Advantage
2. Dedication to the City of Freeport
3. Meet your personnel
4. Dedicated Full Support Team
5. Similar Project Experience
6. Dewberry Advantage Continued
7. Meeting Your Schedule
8. Keys to a Successful Project
9. We Know Your Plant
10. Foundation for Success
11. Partnership Throughout

Q&A

- Councilwoman Green asked about Fast Tracking the project.
- Lead Operator Bridget Hilgenberg asked about bio-solids. The firm responded that they would expand the digester capacity.

Council ranked the firms on their individual Criteria Ranking Sheets. City Clerk Podraza, City Attorney Clayton Adkinson and Lead Sewer Operator Bridget Hilgenberg totaled the Criteria Ranking Sheets and calculated the Total Cumulative Scores. The firms were ranked as follows:

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Firm	Total Cumulative Score	Ranking Percentage
Dewberry	574	96%
Kimley Horn	545	91%
Smith Seckman Reid, Inc.	455	76%

Council Action: Councilwoman Brannon made a motion to award Dewberry Engineering for the USDA/RD Wastewater Treatment Plant Engineering Project. Councilwoman Haffner seconded the motion. All ayes, (Brannon, Farris, Green, Haffner, McCormick); motion carried.

IV. Adjournment

Mayor Barley adjourned the meeting at 7:39 p.m.

FREEPORT CITY COUNCIL

Mayor

ATTEST

City Clerk

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