

SPECIAL MEETING HELD BY THE TOWN COMMISSION FOR THE TOWN OF OCEAN RIDGE, FLORIDA, TO BE HELD IN THE TOWN HALL ON THURSDAY, MARCH 16, 2000, AT 8:30 A.M.

The meeting was called to order and roll call was answered by the following:

Commissioner Bingham	Commissioner Kaleel
Commissioner Bridges	Commissioner Willens
Mayor Aaskov	

ACTIONS AND REPORTS

1. Selection of Short List of Engineering Firms for Presentation to the Commission

Town Manager Dunham summarized his memorandum by stating that the staff had received qualification packets from nine firms. One firm was eliminated due to the omission of one of the required documents. After reviewing the remaining firms the staff recommended that Shalloway, Foy, Rayman & Newell, Inc., Kimley-Horn and Associates, Inc. and Mathews Consulting, Inc. (all from West Palm Beach) be given the opportunity to give presentations to the Commission.

Mr. Dunham stated that Kimley-Horn is a national firm with over 1200 employees. He added that this firm had been retained by Delray Beach to correct a master site drainage plan prepared by Mock Roos when it was ineffectively and improperly working.

Mr. Dunham stated that Mathews Consulting, Inc. was a smaller newer firm that would use a team of consultants. He also stated that the staff was impressed with positive comments received about this firm from other clients.

Concerning Shalloway, Foy, Rayman & Newell, Inc., Mr. Dunham stated that they have received good recommendations for them as well and added that they have done work for the town in the past, most recently Hudson Ave. He commented that this firm had several government contracts and the Village of Tequesta complimented them by stating that they were politically in tune with the South Florida Management District.

Town Manager Dunham also mentioned that the staff would feel comfortable interviewing Heller-Weaver & Sheremeta, Inc. citing that they had good local experience. Mr. Sheremeta provided engineering services during the 1970's.

In conclusion Town Manager Dunham advised that all four of the companies have worked locally in coastal communities. He suggested that the interviews be limited to three or less.

Comm Willens questioned whether the staff had the opportunity to interact with all the firms to which he was advised that they did and the response was good from all of them.

SPECIAL MEETING OF TOWN COMMISSION ON MARCH 16, 2000

Comm Kaleel stated that he was in agreement with Kimley-Horn and Shalloway, however, he felt Mathews was possibly too small and he was unsure in dealing with an outside consultant (Cherie Sova). Town Manager Dunham stated that it was not uncommon that companies use a team of consultants and Ms. Sova submitted an excellent resume.

Comm Kaleel stated that he agreed with interviewing three firms, however, he leaned towards interviewing Heller-Weaver and Sheremeta due to the local work they have completed and the fact that Mr. Sheremeta has worked directly with the town in the past. He again stated that he was concerned that Mathews Consulting was too small.

Comm Bridges agreed with most of Comm Kaleel's comments and stated that he had experience working with three of the firms and felt that he had the worst experience with Kimley-Horn. He therefore suggested substituting Heller-Weaver & Sheremeta, Inc. for Kimley-Horn. He stated that he felt Mr. Sheremeta probably knew the town better than any of the other firms. He also stated that he has always worked with the principal employees with Shalloway and Heller-Weaver.

Comm Willens stated that surveys were completed in the 1970's and 80's on Hudson Ave. by Shalloway and he felt they provided a fairly accurate description of the problem existing on the street. He did question Shalloway's recent proposal for the temporary repair to the street to which Town Manager Dunham stated that the scope only included a temporary repair.

Comm Kaleel moved to authorize the staff to schedule interviews with Heller-Weaver and Sheremeta, Inc., Shalloway, Foy, Rayman & Newell, Inc. and Kimley-Horn, Inc. for the purpose of providing engineering services regarding drainage improvements for the town, seconded by Comm Bingham.

Comm Bingham stated that she was impressed with Craig Smith, however, she felt the location was too far away.

Comm Willens stated that he was impressed with Mathews Consultants, Inc. proposal, however, he was concerned with Comm Bridges comment regarding dealing directly with a principal employee.

Motion carried – Yea (5)

Town Manager Dunham suggested that on Monday, March 20, 2000 the presentations be limited to 15-17 minutes with 15 minutes for follow up questions. He added that the staff will have some generic questions available prior to the meeting and the Commission could expand on the questions. Comm Bridges provided the Town Manager with a list of several questions that could be used. Town Manager Dunham stated that two of the main questions would include when the firm can start and how many man hours will be needed.

SPECIAL MEETING OF TOWN COMMISSION ON MARCH 16, 2000

The Commission agreed to the following order: hiring the firm, developing the scope of work and contracting the work to be completed.

ADJOURNMENT

The meeting was adjourned at approximately 9:05 A.M.

Mayor Gail Adams Aaskov

Vice Mayor Bingham

Comm Bridges

Comm Kaleel

Comm Willens

ATTEST:

Town Clerk