

RFQ-GMD-36-330-2008-PUR/CV
Removal, Demolition, and Disposal of Derelict Vessels and Marine Debris
SELECTION COMMITTEE

February 15, 2008 Meeting Minutes

The Selection Committee (Committee) for RFQ-GMD-338-27-2007-PUR/CV met on Friday, February 15, 2008 at 9 a.m. at the Marathon Government Center, 2798 Overseas Highway, Marathon, Florida. The following members were present: Drew Trivette, Growth Management Division Director; Townsley Schwab, Acting Director of Planning and Environmental Resources; and Richard Jones, Marine Resources Senior Planner. There were no members of the public in attendance.

The Committee began reviewing the proposed project, the score sheet, and the required submittal forms. One response (Lower Keys Marine Towing and Salvage, Inc.) had been delivered late to the Purchasing Department by 1 ½ hours but was allowed for consideration, as delivery of the submittal package was attempted but late due to problems with the courier (the response package was subsequently sent directly to Richard Jones in the Marine Resources Office). Each of the thirteen responses was then evaluated to determine if they met the minimum qualifications. All thirteen responses included the necessary submittal forms.

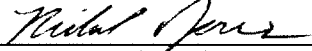
The Committee then reviewed and discussed the response packages and the information provided. After thorough discussion each committee member, working independently, scored each of the thirteen respondents. Final ranking was determined by averaging the respondent's scores. The final ranking was as follows:

<u>Ranking</u>	<u>Firm</u>	<u>Avg. Score</u>
1-	Coffin Marine Services, Inc.	52.66
2-	Coral Marine Construction	49
3-	ASAP Inc. (tied with Adventure Environmental, Inc.)	47
4-	Adventure Environmental, Inc. (tied with ASAP Inc.)	47
5-	Bluewater Marine Services, Inc.	43
6-	Lower Keys Marine Towing and Salvage, Inc.	42.66
7-	Upper Keys Marine Construction, Inc.	42.33
8-	DRC Emergency Services, LLC	38
9-	Spirit Marine	37
10-	Arnold's Auto & Marine Repair, Inc.	36.33
11-	TSI Disaster Recovery Services	30.33
12-	Aqua-Terra, Inc.	28.66
13-	Gunderboom, Inc.	13

The selection committee unanimously agreed that the top six responses would be recommended to the Monroe County Board of County Commissioners as qualified contractors for this project. One of the six firms selected indicated interest in being qualified for providing service only in the upper keys (ASAP Inc.). The remaining five

firms were chosen to provide service in the upper, middle and lower keys. The selection of contractors is based on the provision of all required certifications, licenses, and insurance policies prior to the execution of contracts.

There being no further business, the meeting was adjourned at 3:00 pm.

Minutes prepared by : 
Richard Jones, Senior Marine Planner

**SCORE SHEET FOR RFQ-GMD-36-330-2008-PUR/CV
Removal, Demolition and Disposal of Derelict Vessels and Marine Debris**

FINAL TABULATION
Average scores from selection committee members' score sheets

RESPONDENT	Aqua Terra, Inc.	Coffin Marine Service, Inc.	Spirit Marine	ASAP Inc.	Arnold's Auto & Marine Repair, Inc.	Adventure Environmental Inc.	Coral Marine Construction	Bluewater Marine Services Inc.	Upper Keys Marine Construction Inc.	TSI Disaster Recovery Services	Gunderboom Inc	DRC Emerg. Services, LLC	Lower Keys Marine
REQUIRED: Firm provided all necessary submittal form (Yes/No). Must be Yes to score	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
SCORING CRITERIA:													
1. Performance record and experience. (10 pts)	5	9.33	6.66	7.66	5.66	6.33	6	7.33	7.66	5.33	4.33	6	5
2. Experienced/trained staff, suitable vessels and ability to work independently in the Keys. (10 pts)	3.33	9.33	8.33	8.66	7.66	8	8.66	7.66	7.66	2.33	2.66	6.33	8
3. Project approach. (10 pts)	8.66	9.66	5.66	7.66	6	8	9.33	8.66	8	8.66	0	6	8
4. Response time capabilities, and proximity to the particular area of the keys (10 pts)	4	7.33	5.33	5.66	8	8.33	9	5.33	5.66	5	2.33	2.66	5.66
5. County's satisfaction with past projects and project costs (10 pts)	0	10	8.33	9	4	8.66	7.66	5.33	4.33	0	0	8.33	9

Score sheets for individual selection committee members available in file

RESPONDENT	Aqua Terra, Inc.	Coffin Marine Service, Inc.	Spirit Marine	ASAP Inc.	Arnold's Auto & Marine Repair, Inc.	Adventure Environmental Inc.	Coral Marine Construction	Bluewater Marine Services Inc.	Upper Keys Marine Construction Inc.	TSI Disaster Recovery Services	Gunderboom Inc	DRC Emerg. Services, LLC	Lower Keys Marine (received late)
6. Completeness of RFQ response (10 pts)	7.66	7	3.66	8.33	5	7.66	8.33	8.66	9	9	3.66	8.66	7
Total points out of 60	28.66	52.66	37	47	36.33	47	49	43	42.33	30.33	13	38	42.66
Ranking	12	1	9	3	10	4	2	5	7	11	13	8	6

Signature of Selection Committee Member Richard Jones Date February 15, 2008