



CITY OF HOLLY HILL, FLORIDA

CITY COMMISSION

MINUTES • APRIL 16, 2024

City Commission Chamber Special Called City Commission Meeting

5:00 PM

CITY HALL
1065 RIDGEWOOD AVENUE
HOLLY HILL, FL 32117

City Clerk's office: (386) 248-9441 - Fax: (386) 248-9448

1. CALL TO ORDER

a. Roll Call

Attendee Name	Title	Status	Arrived
Chris Via	Mayor	Present	
John Penny	District 1 - Commissioner	Present	
Penny Currie	District 2 - Commissioner	Present	
John C. Danio	District 3 - Commissioner	Present	
Roy Johnson	District 4 - Commissioner	Present	

2. ORAL PRESENTATIONS BY KIMLEY-HORN & ASSOCIATES, INC., AND MEAD & HUNT, INC.

1.

Oral Presentations by Kimley-Horn & Associates, Inc., and Mead & Hunt, Inc., for Design for Water Utility Optimization and Resilience Improvement Engineering Services

(Requested by Valerie Manning, City Clerk)

Mayor Via thanked everyone for coming and said that this is a Special Called City Commission meeting for oral presentations by Mead & Hunt, Inc., and Kimley-Horn.

Mr. Forte stated that they are here tonight to hear two oral presentations by two very qualified firms for this project. Antoine Khoury Public Works Director/City Engineer will start the meeting off by informing everyone what the Request for Qualifications (RFQ), which is Professional Design/CEI Services for Water Utility Optimization and Resilience Improvements and some reasoning behind the committee's recommendation then we will excuse Kimley-Horn to the large conference room so that we can hear Mead & Hunt's oral presentation and then we will give time for questions and answers and the same will be awarded for Kimley-Horn when they come and do their oral presentation. There will be a 10-minute presentation and 5-minutes for questions and answers. After the City Commission has had time to hear both firms presentations, they will have time to deliberate or discuss what they heard and then at the end, the City Commission will rank each firm a one or a two and send those rankings over to the City Clerk so that they can be tallied up and read into the record. Afterwards, a motion and a second will be made to support the ranking and then the City Commission will a final decision.

Mayor Via stated, okay and he will open it up for public participation before they vote

should anyone want to speak on this. He will allow that opportunity if anyone shows up. Antoine Khoury, Public Works Director/City Engineer, and also present was Josef Grusauskas, Deputy Director Public Works Utilities to help answer questions. Mr. Khoury briefly went over the scope of the project. The City Public Works Department Utility Division recently received an \$11.25 million grant opportunity to create a more resilient water service as a result of site flooding from Hurricane Ian. *(At this time there was a picture being shown on the overhead projector of flooding that occurred during Hurricane Ian over at the Water Plant at Public Works)*. There has been a lot of work done at the Wastewater Plant but there's not much that has been done on the Water Plant. The last improvement was done in 1992 and that was the Lime Silo edition of the second Lime Silo. We are still using the technology that is a little bit outdated. The EPA grant administrated by the Florida Department of Environmental Protection (FDEP) requires an experienced engineering firm to create a facility plan and design the capital project improvements. The city received two (2) responses to a Request For Qualifications on March 14, 2024. An evaluation selection committee per the CCNA guidance was formed to evaluate the proposals. The evaluation committee met on March 21, 2024 to rank the proposals. The Committee's recommended ranking was Kimley-Horn as number one and Mead & Hunt, Inc., ranked as number two.

At this time the engineering firms began their oral presentations to the Mayor and City Commissioners. Mead & Hunt, Inc., presented first.

Brad Blais, PE of Mead & Hunt, Inc., introduced his team for the project and their roles. Present with him tonight are Sheryl Parsons, who handles the financing end of the projects, Russ Ferlita, he is their Water Process Lead, Tanner Rachal, PE Project Engineer, Noah Adamoski, Construction Services Supervisor, and David King, Vice-President. Mr. Blais went through his PowerPoint presentation at this time. The slides he went through are the project team, the team leaders role and their locations, familiarity with Holly Hill since 1995, familiarity with RFQ #24-WA-02, FDEP Supplemental Appropriation for Hurricanes Fiona and Ian (SAHFI), SAHFI project description, funding experience as explained by Sheryl Parson who is part of the Mead & Hunt team, Holly Hill SAHFI Grant compliance schedule, and the similar projects they have done in Volusia County.

At this time Nicole McConnell, PE Project Manager of Kimley-Horn introduced her project leadership team to the Mayor and City Commissioners. Ms. McConnell introduced Lance Littrell, PE Technical Advanced Water Treatment Plant Expert, Steve Romano, PE, QA/QC Manager, and Steve Bailey, and PE Electrical Services from Kimley-Horn. The following slides were presented to the Mayor and City Commissioners at this time. The Project Leadership Team, project team organization and location, relevant experience, schedule strategies of the project, project approach for facility planning which consists of site resiliency improvements, water treatment plant area, quality assurance and quality control, grant management and the construction services; electrical design approach, equipment room modeling that will ensure access and proper clearance, SCADA and Cybersecurity, personal safety, startup and commissioning sequence, and reasons to select Kimley-Horn for this project.

Mr. Forte informed the Mayor and City Commissioners that both firms can come into the Chambers now and the Commission can continue to discuss this or if they have any further questions, they can call the representatives from either firm back up to the podium

to address any further questions. Each firm will have the opportunity to answer the same question should there be any from the Mayor and City Commissioners.

Mayor Via opened public participation. No one spoke.

Mayor Via asked if there was any ex parte communication from any member of the City Commission. There was none.

There were a couple of more questions for both firms at this time. Both presentations were very good. There was consensus from the City Commission that there were not many differences between the two firms and both did a great presentation tonight, great resources and local and both firms are qualified. It was appreciated that they came tonight for the oral presentations. The firms were ranked with either a one or two and submit the forms to the City Clerk to be announced.

Ms. Manning, City Clerk read into the record that Mead & Hunt, Inc. ranked in as number one and Kimley-Horn ranked in as number two, by unanimous - 5-0 from the City Commission.

Mayor Via opened public participation. No one spoke.

Mr. Forte informed the Mayor and City Commissioners that at this Special Called City Commission meeting, the City Commission was going to support the firm of their choice and then at the next City Commission regular meeting, April 23rd, there will be a new Resolution with all the supporting documents from the firm. The Commission can make a motion requesting staff to move forward with bringing Mead & Hunt, Inc., as the selected engineering firm for RFQ#24-WA-02, Professional Design/CEI Services for Water Utility Optimization and Resilience Improvements.

*Commissioner Currie made a motion to **APPROVE REQUESTING STAFF TO MOVE FORWARD WITH BRINGING A NEW RESOLUTION INDICATING MEAD & HUNT, INC., AS THE SELECTED ENGINEERING FIRM FOR RFQ#24-WA-02, PROFESSIONAL DESIGN/CEI SERVICES FOR WATER UTILITY OPTIMIZATION AND RESILIENCE IMPROVEMENTS TO THE TUESDAY, APRIL 23, 2024 REGULAR CITY COMMISSION MEETING**, seconded by Commissioner Johnson.*

Mayor Via opened public participation. No one spoke.

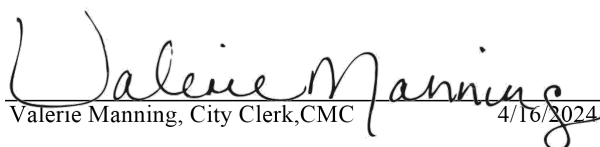
PASSED, 5-0.

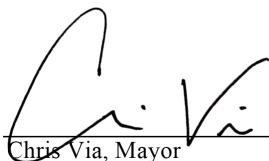
(A copy of this meeting in its entirety is available on CD upon request in the City Clerk's Office or available online on the city's YouTube channel)



3. ADJOURNMENT

The meeting adjourned at approximately 6:25 PM.


Valerie Manning, City Clerk, CMC 4/16/2024

A handwritten signature in black ink, appearing to read "Chris Via". The signature is written over a horizontal line.

Chris Via, Mayor

4/16/2024