



CITY OF BROOKSVILLE
EVALUATION COMMITTEE MEETING
RFQ CD2019-09 EPA BROWNFIELDS CONSULTANT SERVICES
JOSEPH E. JOHNSTON III COUNCIL CHAMBERS
201 HOWELL AVENUE
October 8, 2019
1:15 a.m.

ORDER OF BUSINESS:

- A. Call to order
- B. Approval of September 26, 2019 minutes
- C. Review of Questions
- D. Public Comment
- E. Interviews

Companies (alphabetically listed)	Time of Interview
BFA, Orlando Fl.	1:30 p.m.
Cardno, Brooksville, Fl.	2:30 p.m.
S & ME, Inc., Tampa Fl.	3:30 p.m.

- F. Ranking of firms
- G. Determine next steps and determine next meeting date, if necessary
- H. Adjournment

This Notice is being provided per Florida Statute 286.011 and 287.055 requirements.

In accordance with the Americans with Disabilities Act, persons with disabilities needing a special accommodation to participate in this proceeding should contact Lynn Sosa, ADA Coordinator, no later than 48 hours in advance of the meeting at (352) 540-3810. Meeting agendas and supporting documentation are available from the City Clerk's office, and online at www.cityofbrooksville.us.

Any person desiring to appeal any decision with respect to any matter considered at this meeting, may need a record of the proceedings including the testimony and evidence upon which the appeal is to be based, and therefore must make arrangements for a court reporter to ensure that an admissible verbatim record of the proceedings is made.



BROWNFIELDS EVALUATION COMMITTEE MEETING

**Brooksville City Council Chambers
201 Howell Avenue
Brooksville, FL 34601**

MINUTES

September 26, 2019

2:00 PM

The meeting was called to order at 2:00 PM by Bill Geiger, City of Brooksville Community Development Director/Brownfields Administrator.

The following committee members were in attendance and introduced themselves: Bill Geiger, Community Development Director/Brownfields Administrator, City of Brooksville, Mark Kutney, City Manager, City of Brooksville, Richard Radacky, Public Works Director, City of Brooksville, Autumn Sullivan, Acting Finance Director, City of Brooksville and Steve Gouldman, City Planner, City of Brooksville.

Mr. Geiger suggested the Committee follow Roberts Rules of Order to govern conduct of all meetings. All committee members agreed.

Mr. Geiger opened the meeting to the public for any questions or comments. No public comments. Mr. Geiger closed public comments.

Richard Radacky wanted clarification as to what a Brownfields site was and did it include asbestos; Mr. Geiger explained the following:

EPA's definition of brownfields is "Brownfields are real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant". Elaborating on EPA's definition of "Brownfields", some examples of potential brownfields sites would be old gas stations, hospitals, dry cleaners, CSX Railroad sites, dry cleaners, industrial facilities, chemical plants, agricultural testing sites, landfills, junk yards, old grocery stores or pharmacies, old funeral homes, among many others. If a site is about to be redeveloped or sold, it can be submitted as a possible site for brownfields environmental assessment. The EPA Brownfields program provides funding for identifying brownfields properties, planning for clean-up & redevelopment, environmental assessments and community outreach. The ultimate goal is redevelopment of these sites.

Mr. Radacky wanted to know the areas covered under this grant and how much was the City awarded; Mr. Geiger advised that this grant is targeted for the Broad Street corridor as per the grant application and EPA approval notice. This grant does not include site clean-up. It is for site assessment for both hazardous and petroleum materials. The EPA grant award was \$300,000.00.

Mr. Kutney advised that the companies all stated that they are able to write grants for additional funding for clean-up and redevelopment.

The Committee determined that all 5 firms that responded to the solicitation were qualified and competent in the field of environmental engineering and consulting. Subsequently, the Committee Members proceeded to review and shortlist what it considered to be the top three firms to be invited to make a presentation at the Committees next meeting. The Committee voted as follows:

FIRMS	VOTE
BFA, Orlando, FL	5 Yes, 0 No
Cardno, Brooksville, FL	5 Yes, 0 No
ERMO, Tampa, FL	1 Yes, 4 No
S&ME, Inc, Tampa, FL	4 Yes, 1 No
Universal Engineering, Tampa, FL	5 No

Mr. Geiger advised that if all agreed, the City Clerk would notify the top three (3) firms selected and schedule presentations for October 8, 2019, starting at 1:30 PM. Each firm will be given 30 minutes for presentation and 15 minutes for Q&A. All committee members agreed.

ADJOURNMENT

The meeting adjourned at 2:28 PM