

**COLUMBIA COUNTY, FLORIDA  
BOARD OF COUNTY COMMISSIONERS**

Evaluation Committee Meeting Minutes

RFQ 2021-M

Professional Engineering Services for the Design of the Parnell Hills  
Residential Subdivision Paving and Drainage Project

**October 5, 2021**

**I. Call to Order**

The Evaluation Committee met at the Board of County Commissioner Administrative Building Conference Room at 11:00 AM on October 5, 2021.

**II. Roll Call**

Committee Members

Chad Williams, County Engineer  
Donald DuPree, Facilities Maintenance Director  
Jennifer Goff, Office Manager-Economic Development

Others in Attendance

Esther Chung, Purchasing Director

**III. Discussion**

Director Chung explained the purpose of the meeting was to discuss the submittals and scoring/ranking of the firms for RFQ 2021-M which was publically opened on September 21, 2021 at 2:00PM.

Discussion by committee members ensued, each submitted their score sheets, and unanimously agreed to the results as follows:

<b>Firm/Company Name</b>	<b>Total Score</b>	<b>Final Ranking</b>
DRMP, Inc.	12	4
Jones Edmunds	5	1
Dewberry Engineering Inc.	6	2
North Florida Professional Services, Inc.	7	3

The committee came to a consensus to recommend to the Board the top ranked firm, Jones Edmunds, and request authorization for contract negotiations upon State

approval. If negotiations fail, authorization to proceed negotiations with the firms as ranked.

**IV. Adjournment**

The meeting adjourned at 11:45AM.

Submitted by Esther Chung, Purchasing Director