



## **CONSULTANT SELECTION COMMITTEE**

### **The New St. Petersburg Pier Design Team and Concept Final Selection April 23, 2015, 3:00 P.M.**

- I. Call to Order - Mike Connors, Chairman**
- II. Agenda Approval**
- III. Purpose/Process, Rules and Authority**
  - a. The purpose of this meeting is for the top three (3) finalists to present their responses to respective questions as shown on Attachment A and to allow for any further dialogue between the Selection Committee and A/E teams associated with the responses.
  - b. Authority: CCNA (Chapter 287.055, Florida Statutes), City Administrative Policy #090504, and Florida's Sunshine Laws (Chapter 286, Florida Statutes).
  - c. This meeting is open to the public and is being recorded.
  - d. Members of the Selection Committee:
    1. Michael J. Connors, Public Works Administrator, Chairman
    2. James E. Jackson, AIA, Architect
    3. Melanie Lenz, Vice President, Development, Tampa Bay Rays
    4. Michael G. Meidel, CEcD, Director of Pinellas County Economic Development
    5. Gary Mitchum, Ph.D., Professor and Associate Dean, College of Marine Science
    6. Kai Warren, Community Representative
  - e. Number of Statement of Qualifications received: 16
  - f. Date received: September 5, 2014
  - g. Publication Date: August 11, 2014
  - h. Selection Committee Shortlist: October 3, 2014 (16 to 8 Teams)
  - i. Design Concept Submission: December 12, 2014

- j. Selection Committee Determines Finalists: January 23, 2015 (8 to 7 Teams)
  - k. Public Presentations by Finalists: February 11 and 12, 2015
  - l. Selection Committee Shortlist of the top three (3) Finalists: March 20, 2015 (7 to 3 Teams)
- IV. Top Three (3) Finalists Responses to Questions; Committee Questions and Comments**
- V. Adjourn Selection Committee**



**The New St. Petersburg Pier  
Design Team and Concept Final Selection  
April 23, 2015, 6:00 P.M.**

- VI. Call to Order - Mike Connors, Chairman**
- VII. Approval of Agenda With Public Comment Policy as Set Forth Herein**
- VIII. Purpose/Process, Rules and Authority**
  - a. The sole purpose of this meeting is the final ranking of the most qualified design teams with initial concepts. The final ranking will be based on the Stage II evaluation criteria set forth in the RFQ. The Selection Committee will present its final ranking to the Mayor and then to the St. Petersburg City Council. City Council will vote to acknowledge the ranking of the Selection Committee and authorize negotiations with the highest ranked team.
  - b. Authority: CCNA (Chapter 287.055, Florida Statutes), City Administrative Policy #090504, and Florida's Sunshine Laws (Chapter 286, Florida Statutes).
  - c. This meeting is open to the public and is being recorded.
  - d. Members of the Selection Committee:
    - 1. Michael J. Connors, Public Works Administrator, Chairman
    - 2. James E. Jackson, AIA, Architect
    - 3. Melanie Lenz, Vice President, Development, Tampa Bay Rays
    - 4. Michael G. Meidel, CEcD, Director of Pinellas County Economic Development
    - 5. Gary Mitchum, Ph.D., Professor and Associate Dean, College of Marine Science
    - 6. Kai Warren, Community Representative
  - e. Number of Statement of Qualifications received: 16
  - f. Date received: September 5, 2014
  - g. Publication Date: August 11, 2014
  - h. Selection Committee Shortlist: October 3, 2014 (16 to 8 Teams)
  - i. Design Concept Submission: December 12, 2014

- j. Selection Committee Determines Finalists: January 23, 2015 (8 to 7 Teams)
- k. Public Presentations by Finalists: February 11 and 12, 2015
- l. Selection Committee Shortlist of Top Three (3) Ranked Finalists: March 20, 2015 (7 to 3 Teams)
- m. Top Three (3) Finalists Response to Questions; Committee Questions and Comments: April 23, 2015, 3:00 P.M.

**IX. Public Comment Period**

- a. The sole purpose of this meeting is the final ranking of the most qualified teams with an initial concept. Accordingly, there will be one Public Comment Period. All public comment must be made during the Public Comment Period. Anyone interested in providing public comment must fill out a card and such individual shall have one opportunity, up to three (3) minutes, to provide public comment. A card can be obtained from the clerk and an individual may only submit one (1) card. Pooling of time is not permitted. Since this is a televised meeting, copyright law and other federal laws and regulations must be observed, therefore any use of the overhead projector and other electronic media during this Public Comment Period must be in accordance with the City Clerk's and City TV Station's policies. All public comment must be related to the final ranking.
- b. The Chair will open the Public Comment Period and the clerk will call individuals who wish to provide public comment in the order that the cards were received. If your name is called and you are not present you will lose your opportunity to provide public comment. Once the last card is called no additional cards will be accepted. The Chair will close the Public Comment Period immediately following the comment of the last speaker who has submitted a card in a timely manner as provided above.
- c. Once the Chair has closed the Public Comment Period there will be no additional opportunity for the public to provide comment during this meeting. After the Public Comment Period has been closed, the Selection Committee will commence with deliberations and determination of the final ranking.

**X. Evaluation Criteria; Committee Members Discussion**

- a. Design Approach
- b. Relevant Project Examples
- c. Team Background and Expertise
- d. Minority Business Enterprise or SBE as defined by City
- e. City Public Survey Results
- f. Technical Review – Committee Members
  - 1. Construction Budget
  - 2. Permitability, Federal, State, Local
  - 3. Operational Costs
  - 4. Environmental Awareness
  - 5. Programmatic Desires
    - Observation and viewing areas are critical to the success of any program at the pier

- Dining options, from casual to destination, are important to a wide variety of the community
- Cycling, walking and jogging paths
- Transportation options from the pier uplands to the head
- Fishing
- Courtesy and transient docks to accommodate both motorized and non-motorized watercraft
- The new pier should have an environmental education element with the potential for an interactive marine discovery center
- Some flexible event space and performance area(s) that include picnic areas and green space – adding a park-like atmosphere for visitor rest and recreation
- Bike and watercraft rental
- Retail opportunities that support the recreational elements of the new pier and enhance the visitor experience

**XI. Final Ranking; First, Second and Third**

**XII. Adjourn Selection Committee**