



**EVALUATION COMMITTEE MEETING
REQUEST FOR PROPOSALS – RENOVATION OF DUNE WALKOVER
STRUCTURE & DRAINAGE IMPROVEMENTS (JB0)
MINUTES**

September 10, 2025 at 10:00 AM

Council Chambers – 340 Ocean Drive

PRESENT: ANDREA DOBBINS, PROJECT/RISK MANAGER
TIMOTHY HANNON, DEPUTY DIRECTOR OF PUBLIC WORKS
EMILY ALVES, FINANCE/HR DIRECTOR

ALSO PRESENT: CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

AUDIENCE: *(See attached Sign-In Sheet)*

CALL TO ORDER

Project/Risk Manager Dobbins called the meeting to order at 10:00am. She announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. She also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's Request for Proposal (RFP) for the Renovation of a Dune Walkover Structure and Drainage Improvements (JB0) project for the Town of Juno Beach.

REVIEW OF PROPOSALS

Project/Risk Manager Dobbins stated that they received a total of three (3) responses to the RFP and explained the process for ranking the firm and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

(See attached evaluation sheets.)

FERREIRA CONSTRUCTION

Deputy Director of Public Works Hannon stated that he gave this company a total of 80 out of 100.

Project/Risk Manager Dobbins stated that she gave this company a total of 90 out of 100.

Finance/HR Director Alves stated that she gave this company a total of 75 out of 100.

HARTZELL

Deputy Director of Public Works Hannon stated that he gave this company a total of 76 out of 100.

Project/Risk Manager Dobbins stated that she gave this company a total of 50 out of 100.

Finance/HR Director Alves stated that she gave this company a total of 63 out of 100.

UNDERWATER ENGINEERING SERVICES, INC (UESI)

Deputy Director of Public Works Hannon stated that he gave this company a total of 90 out of 100.

Project/Risk Manager Dobbins stated that she gave this company a total of 95 out of 100.

Finance/HR Director Alves stated that she gave this company a total of 75 out of 100.

FINAL RANKINGS AND RECOMMENDATION TO THE TOWN COUNCIL

The Committee discussed and performed a final ranking on their evaluation sheets (*see attached*).

The Committee gave unanimous consensus to recommend approval of Underwater Engineering Services, Inc (UESI) to the Town Council.

ADJOURNMENT

The meeting was adjourned at 10:37am.

ATTEST:



Caitlin E. Copeland-Rodriguez, MMC, Town Clerk



Town of Juno Beach
Evaluation Committee Meeting
Renovation of a Dune Walkover Structure
and Drainage Improvements (JB0)
September 10, 2025 at 10AM

SIGN-IN SHEET

NAME

REPRESENTING

PHONE # & EMAIL



Town of Juno Beach
EVALUATION COMMITTEE SUMMARY TABULATION
September 10, 2025

Request for Proposal: Renovation of a Dune Walkover Structure and Drainage Improvements (JB0)

FERREIRA CONSTRUCTION

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Tim Hannon <i>Deputy Director of Public Works</i>	12/15	8/15	10/20	50/50	80/100
Andrea Dobbins <i>Project/Risk Manager</i>	15/15	5/15	20/20	50/50	90/100
Emily Alves <i>Finance/HR Director</i>	15/15	0/15	20/20	40/50	75/100
				TOTAL	245/300

HARTZELL

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Tim Hannon <i>Deputy Director of Public Works</i>	13/15	7/15	10/20	46/50	76/100
Andrea Dobbins <i>Project/Risk Manager</i>	5/15	5/15	0/20	40/50	50/100
Emily Alves <i>Finance/HR Director</i>	5/15	10/15	20/20	28/50	63/100
				TOTAL	189/300

UNDERWATER ENGINEERING SERVICES, INC (UESI)

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Tim Hannon <i>Deputy Director of Public Works</i>	14/15	15/15	15/20	46/50	90/100
Andrea Dobbins <i>Project/Risk Manager</i>	15/15	15/15	20/20	45/50	95/100
Emily Alves <i>Finance/HR Director</i>	10/15	15/15	20/20	30/50	75/100
				TOTAL	260/300

Completed By *Town Clerk Copeland-Rodriguez:*

Date: *9/10/2025*

Max. Points	Category
#1 15	<i>Qualifications, Background and Experience of Firm</i> <ul style="list-style-type: none"> • Qualifications and experience with similar projects • Availability of qualified personnel • Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2 15	<i>References (provide a minimum of 3)</i> <ul style="list-style-type: none"> • Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years. • Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
#3 20	<i>Date of Commencement & Completion</i> <ul style="list-style-type: none"> • Construction of all sub-structure for this dune walkover shall be completed before March 1, 2026 (the start of turtle nesting season) and final completion of project with the site cleared of construction equipment and materials by March 20, 2026.
#4 50	<i>Price</i> <ul style="list-style-type: none"> • Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.



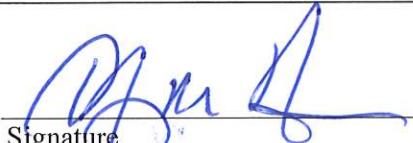
Town of Juno Beach
EVALUATION COMMITTEE TABULATION
September 10, 2025

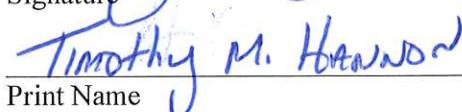
Request for Proposal: Renovation of a Dune Walkover Structure and Drainage Improvements (JB0)

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Ferreira Construction	12/15	8/15	10/20	50/50	80/100
Hartzell	13/15	7/15	10/20	46/50	76/100
Underwater Engineering Services Inc.	14/15	15/15	15/20	46/50	90/100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100

	Max. Points	Category
#1	15	Qualifications, Background and Experience of Firm <ul style="list-style-type: none">• Qualifications and experience with similar projects• Availability of qualified personnel• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	15	References (provide a minimum of 3) <ul style="list-style-type: none">• Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years.• Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
#3	20	Date of Commencement & Completion <ul style="list-style-type: none">• Construction of all sub-structure for this dune walkover shall be completed before March 1, 2026 (the start of turtle nesting season) and final completion of project with the site cleared of construction equipment and materials by March 20, 2026.
#4	50	Price <ul style="list-style-type: none">• Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.

Completed By:


Signature


Print Name

Date: 9/10/25

	Base Annual Bid	Low Bid	Diff	% of Low Bid	Pts Awarded
UESI	\$313,674.00	\$290,078.75	\$23,595.25	91.87%	46
Ferreira	\$290,078.75	\$290,078.75	\$0.00	100.00%	50
Hartzell	\$314,312.00	\$290,078.75	\$24,233.25	91.65%	46

UESI
Ferreira
Hartzell

\$635
diff
.0024

FERREIRA

EVALUATION OF PROPOSALS

Proposers shall be ranked based on the following criteria.

Max. Points	Category
15 12	<p><i>Qualifications, Background and Experience of Firm</i></p> <ul style="list-style-type: none">• Qualifications and experience with similar projects• Availability of qualified personnel• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work. <p><i>① NO signed contract ② CONTACT PERSON ② VALID for 60 days</i></p>
15 8	<p><i>References (provide a minimum of 3)</i></p> <ul style="list-style-type: none">• Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years.• Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date. <i>NO CONTACT info - NO NAME, email or phone #</i>
20 10	<p><i>Date of Commencement & Completion</i></p> <ul style="list-style-type: none">• Construction of all sub-structure for this dune walkover shall be <u>completed before March 1, 2026 (the start of turtle nesting season)</u> and final completion of project with the site cleared of construction equipment and materials <u>by March 20, 2026</u>.
50 50	<p><i>Price</i></p> <ul style="list-style-type: none">• Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.

(80)
Boynton - ✓

UESI
Underwater Engineering Services, Inc.

EVALUATION OF PROPOSALS

Proposers shall be ranked based on the following criteria.

Max. Points	Category
15 14	<p>Qualifications, Background and Experience of Firm</p> <ul style="list-style-type: none"> Qualifications and experience with similar projects Availability of qualified personnel (proj. mng assigned 56FT 46 seasons) Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work. <p>City of Ft. Pierce Cest Expired 12/31/25 / no witness sig on contract.</p>
15	<p>References (provide a minimum of 3)</p> <ul style="list-style-type: none"> Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years. Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
20 15	<p>Date of Commencement & Completion</p> <p>✓ Construction of all sub-structure for this dune walkover shall be <u>completed before March 1, 2026 (the start of turtle nesting season)</u> and final completion of project with the site cleared of construction equipment and materials <u>by March 20, 2026.</u></p> <p>(iver letter)</p>
50 46 50	<p>Price</p> <p>✓ Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.</p>

90 Ref.
 ① vero - turtle season
 pictures - phone & not in service
 sent email
 Boardwalk crossover
 ② Martin County - Jessica - left VM, sent email
 Dingy dock
 ③ St. Lucie County - Amy - left VM
 Pedestrian Bridge sent email



Tim Hannon <thannon@juno-beach.fl.us>

Reference follow up for UESI

1 message

Tim Hannon <thannon@juno-beach.fl.us>
To: griffina@stlucieco.org

Fri, Sep 5, 2025 at 2:11 PM

Amy,

Good afternoon, your contact info was provided to me by Underwater Engineering Services, Inc (UESI), regarding work they performed on the St. Lucie County Petravice Preserve Pedestrian Bridge. If you are available for a quick call, please reach out at your convenience (561) 441-4378.

Otherwise, my questions are as follows:

1. Were you satisfied with the work done by UESI?
2. How did they handle any issues that arose during the project and/or how was their interaction with the public?
3. Would you hire them again?
4. How did they do with meeting the project's scheduled completion date?
5. Anything you would like to add?

Thank you,

--
Tim Hannon
Deputy Director of Public Works
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
Cell: (561) 441-4378



Tim Hannon <thannon@juno-beach.fl.us>

Reference follow up for UESI

1 message

Tim Hannon <thannon@juno-beach.fl.us>
To: "jgarland@martin.fl.us" <jgarland@martin.fl.us>

Fri, Sep 5, 2025 at 1:59 PM

Jessica,

Good afternoon, your contact info was provided to me by Underwater Engineering Services, Inc (UESI), regarding work they performed for Martin County Manatee Pocket Dinghy Dock. If you are available for a quick call, please reach out at your convenience (561) 441-4378.

Otherwise, my questions are as follows:

1. Were you satisfied with the work done by UESI? *Yes, next commercial dock - other work*
2. How did they handle any issues that arose during the project and/or how was their interaction with the public? *✓*
3. Would you hire them again? *Before I Apt*
4. How did they do with meeting the project's scheduled completion date? *Met*
5. Anything you would like to add? *Again*

Thank you,

--
Tim Hannon
Deputy Director of Public Works
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
Cell: (561) 441-4378



Tim Hannon <thannon@juno-beach.fl.us>

RE: Reference follow up for UESI

1 message

Mitts, Matthew <MMitts@covb.org>
To: Tim Hannon <thannon@juno-beach.fl.us>

Fri, Sep 5, 2025 at 2:12 PM

Tim,

Richard is no longer with the City, but I can answer the questions below.

Matthew T. Mitts, P.E.
Director of Public Works | City of Vero Beach
1053 20th Place, Vero Beach, FL 32960
772-978-4816 mmitts@covb.org

From: Tim Hannon <thannon@juno-beach.fl.us>
Sent: Friday, September 5, 2025 1:48 PM
To: Mitts, Matthew <MMitts@covb.org>
Subject: Reference follow up for UESI

SECURITY WARNING: This message has originated from an **EXTERNAL SOURCE**. Please show caution when clicking links, opening attachments, or responding to this email unless you recognize the sender and know the content is safe.

Richard,

Good afternoon, your contact info was provided to me by Underwater Engineering Service, Inc (UESI), regarding work they performed for the City of Vero Beach for the Conn Beach Boardwalk Crossovers. If you are available for a quick call, please reach out at your convenience (561) 441-4378.

Otherwise, my questions are as follows:

1. Were you satisfied with the work done by UESI? Yes.
2. How did they handle any issues that arose during the project and/or how was their interaction with the public? The Conn Beach Boardwalk has a lot of users walking it on a daily basis. UESI did a good job of handling issues with members of the public on-site. I do not recall any residents calling in to complain about UESI.
3. Would you hire them again? Yes.
4. I see the project was in/around sea turtle nesting season, how did they do with meeting the project's scheduled completion date? No issues with meeting project schedule.

5. Anything you would like to add? We've had good luck with UESI and have hired them for work at the City's Marina for some dock replacements. We would hire them again.

Thank you,

--

Tim Hannon

Deputy Director of Public Works
Town of Juno Beach
340 Ocean Drive
Juno Beach, FL 33408
Cell: (561) 441-4378

Please Note: Florida has a very broad Public Records Law. Most written communications to or from State and Local Officials and agencies regarding State or Local business are public records available to the public and media upon request. Your email communications, including your email address, may therefore be subject to public disclosure.

EVALUATION OF PROPOSALS

Proposers shall be ranked based on the following criteria.

Max. Points	Category
15 <i>13</i>	Qualifications, Background and Experience of Firm <ul style="list-style-type: none">• Qualifications and experience with similar projects• Availability of qualified personnel• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work. <i>(Cover letter not signed similar projects)</i>
15 <i>17</i>	References (provide a minimum of 3) <ul style="list-style-type: none">• Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years.• Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
20 <i>10</i>	Date of Commencement & Completion <ul style="list-style-type: none">• Construction of all sub-structure for this dune walkover shall be <u>completed before March 1, 2026 (the start of turtle nesting season)</u> and final completion of project with the site cleared of construction equipment and materials <u>by March 20, 2026</u>.
50 <i>46</i>	Price <ul style="list-style-type: none">• Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.

76



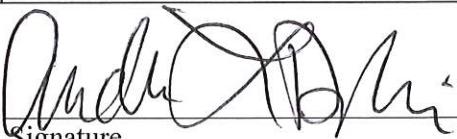
Town of Juno Beach
EVALUATION COMMITTEE TABULATION
September 10, 2025

Request for Proposal: Renovation of a Dune Walkover Structure and Drainage Improvements (JB0)

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Ferreira Construction	10/15	5/15	20/20	50/50	90/100
Hartzell	5/15	5/15	0/20	40/50	50/100
Underwater Engineering Services Inc.	15/15	15/15	20/20	45/50	95/100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100

	Max. Points	Category
#1	15	<i>Qualifications, Background and Experience of Firm</i> • Qualifications and experience with similar projects • Availability of qualified personnel • Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	15	<i>References (provide a minimum of 3)</i> • Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years. • Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
#3	20	<i>Date of Commencement & Completion</i> • Construction of all sub-structure for this dune walkover shall be completed before March 1, 2026 (the start of turtle nesting season) and final completion of project with the site cleared of construction equipment and materials by March 20, 2026.
#4	50	<i>Price</i> • Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.

Completed By:


Signature


Print Name

Date: 9-10-25

① Ferreira - only bid deficiency was lack of contact information for references on past projects. Cover letter states they will meet all time constraints + within budget.

② Hartzell - Deerfield Beach - they were "OK" but not great. They did not build "boardwalk" per reference it was a landing for the lifeguard to access the town. They sub'd out the work, they did not do it themselves. Lack experience w/ similar projects

③ UESI - Amy Griffin - Ft Pierce great work on their dock/ went above + beyond. Work was on budget. They would work w/ them in the future. They ask them to participate on all their proj. Called Vero Beach but # was disconnected



Town of Juno Beach
EVALUATION COMMITTEE TABULATION
September 10, 2025

Request for Proposal: Renovation of a Dune Walkover Structure and Drainage Improvements (JB0)

Firm (in alphabetical order)	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Ferreira Construction	15 /15	0/15	20 /20	40 /50	75 EA /100
Hartzell	5 /15	10 /15	20 /20	28 /50	63 /100
Underwater Engineering Services Inc.	10 /15	15 /15	20 /20	30 /50	75 /100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100
	/15	/15	/20	/50	/100

	Max. Points	Category
#1	15	<i>Qualifications, Background and Experience of Firm</i> • Qualifications and experience with similar projects • Availability of qualified personnel • Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.
#2	15	<i>References (provide a minimum of 3)</i> • Provide a minimum of three (3) projects with a brief description of similar work performed within the last 4 years. • Provide the designated contact person's name from the referenced projects including; title, organization, address, telephone number, email address, location and date.
#3	20	<i>Date of Commencement & Completion</i> • Construction of all sub-structure for this dune walkover shall be completed before March 1, 2026 (the start of turtle nesting season) and final completion of project with the site cleared of construction equipment and materials by March 20, 2026 .
#4	50	<i>Price</i> • Itemized Proposal Price to include all materials and labor to successfully complete this renovation project.

Completed By: Emily Alves
Signature

Date: 9/9/25

Emily Alves
Print Name

Notes for Renovation of a Dune Walkover Structure and Drainage Improvements (JB0)

by Emily Alves, Finance/HR Director

I. Ferreira Construction 85/100

- a. Qualifications, Background and Experience of Firm 15/15
 - i. Detailed resumes of employees who will be assigned to project
 - ii. Many similar looking projects have been completed
- b. References 19/15
 - i. References don't have specific contact information but detailed information about the project

No Contact Information
- c. Date of Commencement & Completion 20/20
 - i. Specific reference to meeting turtle season deadlines
- d. Price 40/50
 - i. Overall \$293,566.51- LOWEST
 - ii. Without Bench \$290,078.75
 - iii. Over budget: \$83,566.51

II. Hartzell 63/100

- a. Qualifications, Background and Experience of Firm 5/15
 - i. Limited information provided about the firm and individuals who will do the work compared to other proposals
- b. References 10/15
 - i. Detailed letter of references with contact information but limited information about the project
- c. Date of Commencement & Completion 20/20
 - i. Specific reference to meeting turtle season deadlines
- d. Price 28/50
 - i. Overall \$315,312 - HIGHEST
 - ii. Without Bench \$314,312
 - iii. Over budget: \$105,312

III. Underwater Engineering Services Inc 75/100

- a. Qualifications, Background and Experience of Firm 10/15
 - i. Detailed history of the firm, many similar sounding projects
 - ii. Not much information about the individuals who will be doing the work

- b. References 15/15
 - i. Very detailed list of references with contact information and information about the projects
- c. Date of Commencement & Completion 20/20
 - i. Specific reference to meeting turtle season deadlines
- d. Price 30/50
 - i. Overall \$314,874 – VERY CLOSE TO HIGHEST
 - ii. Without Bench \$313,674
 - iii. Over budget: \$104,874