

**February 7, 2019
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JASPER, FLORIDA**

SPECIAL SESSION

The Board of County Commissioners, Hamilton County, Florida, met in special session on Thursday, February 7, 2019 at 5:00 p.m. in the in the Board Meeting Room, 207 Northeast First Street, Jasper, Florida to rank the CDBG Proposal and approve the design, construction and inspections engineering services for SW 90th Blvd. Present were Commissioners Robert Brown, William Mitchell, Beth Burnam and Randy Ogburn, Chairman Smith was unable to attend the meeting. Also present was County Coordinator Louie Goodin.

The meeting was called to order by Vice-Chairman Brown.

Chairman Brown explained that the Board only received one (1) proposal from North Florida Professional Services for the design, construction and inspections engineering services for SW 90th Blvd. County Coordinator stated that FDOT has approved for the design and CEI to be performed by the same company.

Greg Bailey, with NFPS, reviewed the proposal with the Board and stated that their fee would be nine (9) percent of the total project cost. Mr. Bailey also stated that the only additional cost would be the surveys for the right-of-way.

- Motion by Commissioner Ogburn to award the bid to North Florida Professional Services for the design, construction and inspections engineering services for the SW 90th Blvd. paving project. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

Vice-Chairman Brown advised the Board that only one (1) proposal, from ITC, was received for the 2017 CDBG Administration Services.

- Motion by Commissioner Burnam to score the proposal using the Total Points Criteria. Second was made by Commissioner Ogburn, motion carried with a unanimous vote.

Clerk of Court Greg Godwin explained the process for ranking the firm for the 2017 CDBG Administration Services. Spencer Nabors with In Touch Consulting Group, Inc. discussed his proposal with the Board. The Board then ranked the firm with a total score of 358.

- Motion by Commissioner Ogburn to award the bid for the 2017 CDBG Administration Services to In Touch Consulting Group, Inc. Second was made by Commissioner Mitchell, motion carried with a unanimous vote.

- Motion by Commissioner Burnam to approve the contract with ITC contingent upon review and acceptance from staff and County Attorney Cliff Adams. Second was made by Commissioner Ogburn, motion carried with a unanimous vote.

There being no further business before the Board, Vice-Chairman Brown adjourned the meeting at 5:35 p.m.

ROBERT BROWN, VICE-CHAIRMAN

ATTEST:

GREG GODWIN, EX-OFFICIO CLERK

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