



MEMORANDUM
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THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

TO: Selection Committee
All Qualified Proposers

FROM: Sarah Caper, AICP, Principal Planner

DATE: May 1, 2020

SUBJECT: Procurement by Competitive Proposals, #20-01 Forward Pinellas Planning Consultants, Addendum

Thank you to the selection committee for your guidance at the April 27, 2020 meeting regarding how to proceed with presentations. As discussed at the meeting, all firms receiving 470 points or more will be invited for virtual presentations. The presenters will all be virtual. Depending on the guidance received regarding Executive Order 20-69, the selection committee members will be virtual or in person. All meeting information will be made publicly available as the selection committee is a Sunshine committee.

The format will remain as discussed previously. Firms will have 30 minutes, 15 for a presentation and 15 for questions and answers and to account for the virtual technology platform. Forward Pinellas will host the meeting and will start it five minutes before the official start time to allow for set up. Each firm should identify the most pressing need facing Forward Pinellas and Pinellas County and how the firm would craft a scope of services to address that need. The project manager is required to speak. Firms may have as many individuals participate, as observers or speakers, as they choose. No additional practice time will be allowed with Forward Pinellas staff.

Forward Pinellas will reach out to the below firms to schedule presentations. Presentations will be held on May 26, May 27, May 28, June 3, June 4, June 9 and June 10. Forward Pinellas will email the project manager and ask them to call and schedule a presentation time slot. The project manager must also identify who will be acting as the primary contact for the virtual platform, as the firm may take over the screen sharing from Forward Pinellas during the presentation.

- AECOM
- Kimley Horn
- WSP USA
- Jacobs
- The Valerin Group
- Fehr & Peers
- Tindale Oliver
- HDR
- HW Lochner
- Calvin, Giordano & Associates, Inc.
- Asakura Robinson
- Gannett Fleming
- SB Friedman
- Sam Schwartz
- Renaissance
- Stantec
- Wallace Roberts & Todd
- NUE Urban Concepts
- Kittelson & Associates
- Interface Studio
- S&ME
- Partners for Economic Solutions
- Landis Evans + Partners
- Toole Design
- VHB
- The Corradino Group
- Alta Planning + Design

The selection committee will meet again on June 10 at 11 a.m. to discuss the presentations and a recommendation for the Forward Pinellas Board. The schedule will be updated once the Forward Pinellas Board recommendation date is determined.

Following the selection committee meeting, a question was raised regarding the presentations. As a Sunshine body reviewing materials that they will be discussing in the future, presentations are required to be noticed as public meetings.

Section 4 of the procurement materials is being revised as follows:

Presentations – May 26, May 27, May 28, June 3, June 4, June 9 and June 10, 2020
Selection committee meeting Postponed – June 10, 2020 at 11 a.m.

We appreciate your patience as we work through this process.

All other dates, specifications terms and conditions remain the same.