

CITY OF SANIBEL
MEETING MINUTES: AWARD RECOMMENDATION
May 12, 2025 at 1:00 p.m.

Sanibel Plan Consultant Services

MEETING START TIME: 1:00

MEETING END TIME: 1:12

LOCATION: Building Planning Dept 2475 Library Way Sanibel

NUMBER OF ATTENDEES (SEE SIGN IN SHEET FOR NAMES): 4

MEETING MINUTES:

<u>Scores</u>	<u>Dana</u>	<u>Craig</u>	<u>Paula</u>
CGA	2	1	2
WRT	1	2	1

Total
CGA 5
WRT 4

Recommend:
CGA

CITY OF SANIBEL
SIGN-IN SHEET: AWARD RECOMMENDATION
May 12, 2025 at 1:00 p.m.

Sanibel Plan Consultant Services

No.	Name	Organization	Telephone
1	Dan L. LEMMA	CITY OF SANIBEL	(239) 240-5583
2	Brett Schiro	City of Sanibel	239-472-3700
3	Craig Chandler	City of Sanibel	239-391-4426
4	Paula McMichael	City of Sanibel	472-4136
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	Dan	Paula	Craig	
Calvin	2	2	1	5
WRT	1	1	2	4

City of Sanibel
Sanibel Plan Consultant Services
Worksheet

Reviewer Name: DANA DETMERS Date: 5/7/25

Name of Firm: WRT

Location of Firm: PHILADELPHIA, PA

Qualifications and Experience of Person(s) Assigned to the Project (30 points)

- PLANNING, LANDSCAPE ARCHITECT, GIS (NOT AS MUCH DIVERSITY) 20
- ~~BOTH FIRMS HAVE SIMILAR~~

Experience of the Firm (30 points)

- HIGHLY EXPERIENCE, BUT LITTLE RECENT EXPERIENCE IN FL 20
- ORIGINAL DRAFTERS OF SANIBEL PLAN (NO ONE CURRENT)
- HAD WORK W/ COASTAL COMM IN OTHER PARTS OF US (CA, VA, AZ, MI)

Cost Proposal (15 points)

- MORE EXPENSIVE; BUT MORE DETAILED

Capacity of Firm (20 points)

- PROVIDED WHAT SEEMS TO BE LOW AVAILABILITY? NOT LOCAL WITH THE EXCEPTION OF THEIR SUB-CON 15

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)

0

City of Sanibel
Sanibel Plan Consultant Services
Worksheet

Reviewer Name: DANA DETTMER Date: 5/7/25

Name of Firm: CGA

Location of Firm: BONITA SPRINGS, FL

Qualifications and Experience of Person(s) Assigned to the Project (30 points)

- PLANNER, ENGINEER, LANDSCAPE ARCHITECT, CERTIFIED ARBORIST, GIS, LAWYER, CERTIFIED FM (MORE DIVERSE)

25

Experience of the Firm (30 points)

- HIGHLY EXPERIENCED + WORKING EXCLUSIVELY IN FL.
- FL COMM FRINGING SLR; STORM SURGE/HURRICANE IMPACTED COMMUNITIES; VULNERABILITY ASSESSMENTS + ADAPTATION PLANNING
- EXPERIENCE W/ TREE CANOPY INVENTORY + URBAN FORESTRY MASTER PLANS

25

Cost Proposal (15 points)

- LOW BID; ASSUME LOWER SINCE THEY ARE LOCAL

Capacity of Firm (20 points)

- INDICATED ~~THEY~~ THEY ARE AVAILABLE M-F, 8AM-5PM + WOULD ADD STAFF AS NECESSARY TO ACCOMMODATE CITY NEEDS

20

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)

YES, DBE + WBE (SUB CONSULTANT: DEADY)

5

City of Sanibel
Sanibel Plan Consultant Services
Worksheet

Reviewer Name: Paula McMichael_____ Date: May 12, 2025_____

Name of Firm: CGA_____

Location of Firm: Bonita Springs, FL_____

Qualifications and Experience of Person(s) Assigned to the Project (30 points) 30

Extensive FL experience by all levels – wide range of professions included – affordable housing

Experience of the Firm (30 points) 27

Mainly high growth communities (i.e. Florida) – coastal resiliency – knowledge of FL regs - several comp plan, code updates listed

Cost Proposal (15 points) - 15

Total - \$149,888 – Community Engagement - \$21,704

Capacity of Firm (20 points) - 20

No percentages – list of current projects – 8 AICP planners – several PEs and LAs

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)- 3 points through subs

City of Sanibel
Sanibel Plan Consultant Services
Worksheet

Reviewer Name: Paula McMichael_____ Date: May 12, 2025_____

Name of Firm: WRT_____

Location of Firm: Philadelphia, PA_____

Qualifications and Experience of Person(s) Assigned to the Project (30 points) 25

Limited FL experience; no code experience listed, no municipal experience

Experience of the Firm (30 points) 23

National experience but mostly in urban areas – graphic award-winning comprehensive & master plans – invested in Sanibel Plan from 1976 – not specific to the comp planning process in Florida/ requirements of FS

Cost Proposal (15 points) 14

Total - \$250,009 – Community Engagement - \$58,370.40

Capacity of Firm (20 points) - 15

Approx. 20% - 106 people in firm – 3 AICP + sub

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)

0 points

City of Sanibel
Sanibel Plan Consultant Services
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Reviewer Name: Craig Chandler _____ **Date:** 5/12/25 _____

Name of Firm: WRT _____

Location of Firm: Philadelphia, PA _____

Qualifications and Experience of Person(s) Assigned to the Project (30 points)

The applicant's range of qualifications is notable, which appears to include more architecture and landscape architecture experience. The subconsultant has Sanibel project experience and is an excellent local resource.

Experience of the Firm (30 points)

The comprehensive planning projects in Biloxi, MS and Lafayette, LA were both notable for working in relative smaller communities with climate and storm related challenges. The resiliency focus and examples meet the city's expectations and emphasis of this project scope.

Cost Proposal (15 points)

Exceeds budget by \$9.

Capacity of Firm (20 points)

Available. No concerns.

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)

No.

City of Sanibel
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Worksheet

Reviewer Name: Craig Chandler _____ Date: 5/12/25 _____

Name of Firm: Calvin, Giordano, and Associates, Inc. _____

Location of Firm: Bonita Springs, FL _____

Qualifications and Experience of Person(s) Assigned to the Project (30 points)

Highly qualified team with a diverse range of professional disciplines. Resiliency specialist is included as a subconsultant.

Experience of the Firm (30 points)

Hillsboro Beach, FL example, is a good comparable to Sanibel.

Cost Proposal (15 points)

Well under budget.

Capacity of Firm (20 points)

Available. No concerns.

Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)

Subconsultants qualify as such.



Sanibel Plan Consulting Services

Basis of Award	Qualifications and Experience of Person(s) Assigned to the Project (30 points)	Experience of the Firm (30 points)	Cost Proposal (15 points)	Capacity of Firm (20 points)	Certified small and minority business, women business enterprise and veteran owned business enterprises (5 points)	Total Points
Calvin Giordano	30	15	15	15	2	77
WRT	30	30	10	20	0	90

Reviewer Name	Craig Chandler
Reviewer Title	Deputy Planning Director
Reviewer Signature & Date	<i>Craig J. Chandler</i>