

CITY OF COCOA BEACH, FLORIDA
CB22 004 City Hall and Cultural Green Space
Evaluation Committee Meeting Minutes
Tuesday October 18, 2022

Members Present:

Ben Malik- Mayor
Robin R. Hayes-City Manager
Patrisha Draycott-CFO
Scott Rosenfeld-Police Chief
Jared Francis- City Engineer
Assistant Public Works Director

Project Mgr.: Wayne Carragino

Meeting called to order by Wayne Carragino 8:30 a.m.

Public Attendance: yes

New Business:

Discuss the procedure and schedule to evaluate the design teams that submitted proposals.
Discuss and agree upon a short list if any.
General comments and/or questions by the committee.

Wayne Carragino asked the committee if they want to short list or have all proposers to present?

Committee Discussion: Robin Hayes said we should hear all 5 proposers and then rank them from there.

Ben Malik agrees to hear all 5 proposers and likes the grid for the evaluation process.

Patrisha Draycott agrees on all 5 as did Jared Francis.

Robin Hayes said to schedule interviews for October 31st, and November 1st and 2nd with the holidays and election coming, it gives the companies a week notice and then we can give to the Commission on November 17th. Ben Malik agrees as does Jared Francis.

Scott Rosenfeld asked over a 3-day period. Or all in one day? Robin Hayes said Wayne can figure that out with the firms.

Wayne Carragino said usually the firms get 45 minutes to present and 15 minutes to answer questions and we can do a 3/2. Scott Rosenfeld said he would like to do 2 days.

Wayne mentioned if you want a list of standard questions give them to me and I will compile the questions. I'll then call for your scores so bring your evaluation forms with you.

Jared Francis asked we do the scores then convert into a ranking? Wayne Carragino answered the committee determines the scoring / ranking.

Robin Hayes said 5 categories as we go thru scoring of City Hall/Green Space presentations need to include the chamber and green space also into the scores.

Jared Francis asked do we want to modify the ranking? Patrisha Draycott said do a point system then rank also on how the firms answer the questions.

Ben Malik said question 4 definitely needs to be addressed to each company.

Robin Hayes said a lot of cities have interactive green space or are we just doing a stage, that needs to be included along with parking for staff and visitors, what are the firms plans on that? Ben malik said I know were trying to keep costs down, but with a storm we can't be out of commission, first floor of the building should be functional we need to think out 50 years. First floor built up with a parking garage underneath.

Wayne Carragino recapped – all 5 proposers to present week of October 31st, 45 minutes, and 15 minutes for questions, and trying to do a 3/2 day, with a meeting of the committee on the last day to discuss the final ranking/scores. I have 5 questions and will send to the committee and that will be the basis of the questions.

Robin Hayes said presentations will be held in this room. Jared Francis reminded they are closed to the public. Ben Malik wants to be sure to ask each firm how we get things addressed with the buildings after the fact if needed.

Public Comment: 1st commentor-Parking Garage underneath is a great idea, but we also need sustainability with maybe adding splash pads to go with the art and city cultural aspect.

2nd commentor- I think we should push for a parking garage, the city will make money off it especially on weekends, holidays and after hours.

The cultural green space serves a good purpose and gives residents a space for arts, and the party like area that is off the streets. It needs proper lighting, electrical wiring. The stage is critical for plays and keeping landscaping to a minimal.

Robin Hayes made a motion to adjourn the meeting.

2nd -Jared Francis

Meeting adjourned at 8:56 a.m.