

**Minutes
Construction Committee
District Board of Trustees
Gulf Coast State College**

August 25, 2011

8:30 a.m.

William C. Cramer, Jr. Seminar Room

Members Present: Dan Estes (presiding), Karen Durden, John Mercer, Tonia Lawson, Dennis Stork, Herman Daniels, Joe Sorci, Dr. Steve Nettles (recording)

Call to Order: The meeting was called to order at 8:30 a.m.

Project Description: Mr. Mercer detailed the need for construction management (CM) services for renovation, remodeling, and other construction projects under \$2 million. The three-year continuing contract will cover all projects falling into these categories.

Process: He noted that each firm would make a presentation, which would be followed by a question and answer session. After all interviews had been completed, the committee would rank the firms and negotiate a fee with the top ranked firm based on the fee curve provided by the Florida Department of Management Services. If an agreement could not be reached, then the committee would negotiate with the firm ranked second.

Interviews: The firms were interviewed in the order listed below.

1. Anderson & Associates Construction, Inc., Panama City, FL
2. GAC Contractors, Inc., Panama City, FL
3. Lord and Son Construction, Inc., Fort Walton Beach, FL
4. Peter R. Brown Construction, Inc., Panama City Beach, FL

Ranking: The submitting vendors presented proposals for meeting GCSC construction needs, and the merits of each proposal were discussed. Following extensive discussion by committee members, college staff, and other representatives, the committee ranked the four proposals as follows:

1. Anderson & Associates Construction, Inc.
2. GAC Contractors, Inc.
3. Lord and Son Construction, Inc. and Peter R. Brown Construction, Inc. (tie)

Negotiations: Lavoy Anderson of Anderson & Associates Construction, Inc. expressed interest in negotiating on behalf of his firm with the board.

Following considerable discussion of the appropriate fee structure, the committee agreed to a fee schedule reflecting a sliding scale from 5 percent to 10 percent, depending on the overall cost of the individual projects completed.

The committee is forwarding a recommendation to the trustees to contract with Anderson & Associates Construction, Inc. for the continuing CM services.

Adjournment: The meeting adjourned at 1:00 p.m.