

**Minutes of the  
CITY COMMISSION WORKSHOP  
CITY OF EUSTIS, FLORIDA  
March 1, 2007 at 6:15 p.m.**

**THIS WORKSHOP OF THE EUSTIS CITY COMMISSION WAS HELD AT 10 NORTH GROVE STREET, EUSTIS  
WITH MAYOR JAMES T. ROTELLA PRESIDING.**

**ROLL CALL:** Mayor James T. Rotella  
Vice-Mayor Evelyn Smith  
Commissioner Scott M. Ales  
Commissioner Jonnie C. Hale  
Commissioner Karen LeHeup-Smith

**OTHERS PRESENT:**

Steve Benetz, Director of Leisure Services/Library Director	Jim Myers, Acting City Manager/City Clerk
Erwin Gajentan, Director of Water	Judy Roberts, Deputy City Clerk
Tracy Jeanes, Director of Purchasing	Mike Sheppard, Acting Finance Director
Chin Khor, Director of Public Services/City Engineer	Lewis Stone, City Attorney
Larry Konieczko, Civil Engineer	Roy Tremain, Fire Chief

**Order of Business  
Engineering Services for the Grand Island Shores Booster Station**

Ms. Jeanes explained that the selection committee was comprised of Chin Khor, Erwin Gajentan, Larry Konieczko, Greg Dobbins (Water Department) and herself. Each firm had been instructed to give a ten (10) minute presentation.

**Tetra Tech, Inc., Orlando, FL - James Christopher, Vice-President**

- Tetra Tech is national engineering company founded in 1966 with 7,500 employees (500 of which are located in Florida and 70 in the Orlando office).
- Engineer News Record in 2006 ranked Tetra Tech number one (1) in water and desalinization.
- Project team members are: Mark Grinding, Client Manager; John Fox, Project Manager; James Christopher, Quality Control; and Shannon Bailey, Engineer.
- All services and disciplines required for the project will be handled by in-house staff.
- Timetable is: preliminary engineering activities completed by April 30, 2007; final design completed by July 31, 2007; and award of bid by November 30, 2007.
- Successful product delivery consists of understanding project's budget and timeline goals, project type experience, and local regulatory knowledge.
- Has good understanding of project objectives and schedule.
- Has relevant experience for this project.
- Will provide small firm commitment to service with a large firm capability with attention to needs of City and close communication with Staff during project development and delivery process.

**CPH Engineers, Orlando, FL - Terry Zaudtke**

- Long history with City of Eustis.
- Timetable is: 60 percent of drawings completed by May 2007 allowing for good cost estimate for budgeting purposes; final plans completed by August-September 2007; and out to bid before fiscal year.
- 180 days for construction-up and running by August 2008.
- Facility could be a non-conventional structure that would look like a house with porch and garage.
- Began in Sanford in 1959 and now have over 12 offices throughout the State of Florida.
- Ranked 292 in the ENR Magazine's Top 500 Design Firms in the United States.
- Specializes in municipal engineering.

**Hartman Consulting & Design, Orlando, FL - Jerry Hartman, Alexis Stewart, Jacob Cooper**

- Alexis Stewart, recent President of Water Environment Federation.
- Jake Cooper combined with Jerry Hartman have over 30 years experience with ground storage reservoirs and pump stations.
- Small firm of 25 people-12 engineers.
- Specialize in water and wastewater facilities and storage tanks.
- Certified Public Accountant (CPA) aspects - handle rates, charging, financing, grants and loans.
- Have licensed contractors in firm, know construction, have financing capabilities and guarantee most cost-effective overall project.
- Seasoned professional team brings decades of insight.
- Won many awards with cost-effective projects.
- Will meet with staff to prioritize objectives of each segment of project.

Mayor Rotella requested that each firm remain for the Regular City Commission Meeting. Commissioners will ask questions and address any particular issues.

Ms. Jeanes stated that the three (3) presentations were made in the order of ranking by the selection committee and that the ranking had been very close. The bid packet had been sent to more than a 100 firms but the City only received five (5) responses. During the review process, Mr. Gajentan had stated concerns over timeliness and each firm had addressed his concerns adequately.

**ADJOURNMENT:** 6:52 p.m.



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Judy Roberts, CMC  
City Clerk



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James T. Rotella  
Mayor/Commissioner