



June 13, 2014

Dear Evaluation Team Members:

I wanted to thank you again for agreeing to serve on the Evaluation Team for the Gulf Consortium's procurement of a State Expenditure Plan ("SEP") Consultant.

We are appreciative of your unique expertise in helping select the best consultant to assist the Consortium in developing the SEP.

By way of introduction, here are your fellow team members:

- a) Mr. Phil Coram, P.E., Administrator, Florida Coastal Office, Florida Department of Environmental Protection
- b) Mr. Ed Gardner, PowerSouth Energy Cooperative
- c) Mr. Roman Gastesi, County Administrator, Monroe County
- d) Dr. Karl Havens, Director, Florida Sea Grant College Program & Professor, UF/IFAS Fisheries & Aquatic Sciences, University of Florida
- e) Ms. Sheree Keeler, Director of Intergovernmental Affairs, Procurement and Grants & RESTORE Act Coordinator, Wakulla County

As a member of the Evaluation Team, we wanted to remind you of the restrictions regarding communication with proposing firms and each other. Throughout the process, the firms are prohibited from contacting any member of the Evaluation Team. This admonition is clearly stated in the ITN. Likewise, no Team member is allowed to contact the firms that have submitted a response or expressed an interest in submitting a response. Nor are the members of the Evaluation Team allowed to communicate with each other, outside of a publically noticed meeting under the Sunshine Law.

The tentative schedule has the Evaluation Team meeting in Tallahassee the week of June 23. Please respond to vrogers@fl-counties.com and ddarling@fl-counties.com with your availability that week.

For your reference, the ITN and purchasing policy documents can be accessed on the [Gulf Consortium website](#).

- [Invitation to Negotiate](#)
- [Addendum 1](#)
- [Addendum 2](#)
- [Addendum 3](#)
- [Purchasing Policy for State Expenditure Plan Consultant Resolution](#)

Additionally, all relevant solicitation documents are available for viewing and download on the Leon County website at <http://cms.leoncountyfl.gov/SolicitationsOnline/>. Documents are available free of charge, however, you will need to create an account to view and download the documents. Click on New User and then create your own user id and password to establish an account. To view and download documents:

- Log in to your account.
- Click on the Bid Number for the appropriate solicitation
- You are now viewing available documents. Click on the download arrow at the end of the document title to view and/or download the document.

If you have any questions, please feel free to contact Leon County Purchasing at 850-606-1600.

Again, thank you for your willingness to serve on this important team.

Best Regards,

A handwritten signature in blue ink that reads "Chris Holley". The signature is written in a cursive style with a large, sweeping initial "C".

Chris Holley
Gulf Consortium Interim Manager