



Town of Hilton Head Island
RFQ 2019-0027 Evaluation Committee
Civil Engineering Services

August 7, 2019 @ 2:30 p.m.
Town Hall - Conference Room 4

Meeting Minutes

Present From the Committee: Jeff Buckalew, Jeff Netzinger & Jennifer Lyle

Present from Town Council: None

Present from Town Staff: Richard Groth, Procurement Officer

Present from Media: None

1. Call to Order

Mr. Groth called the meeting to order at 2:30 pm.

2. FOIA Compliance

Public notification of this meeting was published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Regular Session

Mr. Netzinger motioned to go into Executive Session which was seconded by Ms. Lyle. The motion was approved unanimously.

4. Executive Session

Discussion of initial review of qualifications submitted in response to RFQ 2019-0027.

5. Adjournment

At 3:14 p.m. Mr. Netzinger moved to end the Executive Session and adjourn the meeting, which was seconded by Ms. Lyle. The motion was approved unanimously.

Submitted by: Richard Groth

Approved: August 8, 2019