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**DISASTER RECONSTRUCTION AUTHORITY
BOARD OF DIRECTORS MEETING**

EXTRAORDINARY MEETING

Abaco Hurricane Shelter & Community Center RFP

Treasure Cay DMS RFP

Sweetings Cay Septic Delivery & Installation Project

Date: Tuesday, November 29th, 2022

Time: 10:30 a.m. – 12:10 p.m.

Attendees

Mr. Alex Storr – Chairman
Mr. Carl Smith – Permanent Secretary
Mr. Aarone Sargent, Actg. Managing Director
Ms. Joette Penn
Mr. Lorraine Hamilton
Mr. Preston Roberts
Ms. Laticha McKenzie
Ms. Rosalie Farrington – Wilkinson
Mr. Ralph Hanna
Captain Stephen Russell, NEMA
Mr. Jordan Clarke, Board Secretary

- i. Chairman Alex Storr** called the extraordinary meeting to order at 10:30 a.m. **Chairman Storr** advised that there are two RFPs that will be read for the Board's Approval along with the Sweeting's Cay Septic Tank Project. **Chairman Storr** directed **AMD Sargent** to read the RFP Bid Analysis and Sweetings Cay Project Scope.
 - a. Abaco Hurricane Shelter & Community Center RFP & Award of Contract**
 - i. AMD Aarone Sargent** shared that Chris Symonette & Associates is the Project Management Firm along with J.D. Chisholm & Associates who is the Quantity Surveyor.
 - ii. AMD Aarone Sargent** read the bid evaluation report and recommendation for the award of the contract. **AMD Sargent** added that Wilkem Solutions Limited was the only bid considered for evaluation. **AMD Sargent** advised Directors that approval was requested

from the Ministry of Finance to use the single-source procurement method to request bids, based on the urgency of the project and the need to ensure the project donation by the Indian government is not withdrawn.

- iii. **DIR Lorraine Hamilton** expressed concern about the way by which the meeting was held. She shared that being online and not being able to see the documents was a lot to process and hard to make a big decision. She further asked who the principals of the company were, if they were based in Abaco and have they had projects of this magnitude before.
 - 1. **AMD Sargent** advised that the principals of Wilkem Solutions are Delon Kemp & Raeh Williams. He confirmed that they had similar projects and are based in Abaco.
- iv. **Capt. Stephen Russell** asked how much did we currently have for the project?
 - 1. **AMD Aarone Sargent** replied saying \$1.6 million with other contingencies.

A brief conversation ensued.

- v. **DIR Julian Sawyer** asked if the contractor agreed to the Quantity Surveyor's budget number?
 - 1. **AMD Aarone Sargent** replied that we must negotiate with the contractor based on the Quantity Surveyor's recommendation.
- vi. **DIR Joette Penn** asked for confirmation on what needed to be approved.
 - 1. **AMD Aarone Sargent** replied by advising that Directors are being asked to approve the recommendation in the Bid Analysis and Recommendation of Award.
- vii. **PS Carl Smith** asked the price by the quantity surveyor is there a contingency included?
 - 1. **AMD Aarone Sargent** advised that based on what was in the recommendation by the Quantity Surveyor it was a separate item.
- viii. **DIR Preston Roberts** asked if there were any implications or does the UNDP require any cabinet conclusion to proceed?

1. **Chairman Alex Storr** advised that a cabinet conclusion is not needed.
- ix. **DIR Ralph Hanna** moved the motion to accept the recommendation and forward it to the Cabinet of the Bahamas for final approval.
1. **DIR Julian Sawyer** seconded.
 2. All Directors except **DIR Lorraine Hamilton** voted in favour of the motion.

The motion was accepted with a majority vote (6-1).

b. Treasure Cay Debris Management Site

[REDACTED]

[REDACTED]

[REDACTED]

i.

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The motion was unanimously accepted.

d. DIR Preston Roberts moved to end the meeting.

- i. **DIR Ralph Hanna** seconded.
- ii. The motion was unanimously accepted, and the meeting ended at 12:10 p.m.