

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFP E-07-21**

**Parking Operation Management Services  
January 5, 2021  
10:00 AM**

The committee consisted of:

Chris Brown, Project Consultant (Voting)  
Erjeta Diamante, Budget Manager (Voting)  
Robert McCaughan, Public Works Director (Voting)  
Suzette Sibble, Assistant City Manager (Voting)  
John Sfiropoulos, City Engineer (Voting)

Also in attendance: Jeffrey English and Tammy Thompkins (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish a contract to provide Parking Operations Management Services. This meeting was posted as a "Public Meeting." Four (4) firms submitted responses to the City's Request for Proposals. The meeting was called to order at 10:07 AM.

Jeff Lantz led the technical discussion. The Purchasing Department reviewed evaluation procedures and had previously collected Conflict of Interest Statements from all voting members. Each Committee member had reviewed all of the responses in advance of the meeting.

The Committee discussed each of the proposals, and scored the responses using voting forms containing the evaluation criteria published in the RFP, with the following results:

(1)	Denison Parking Inc.....	485.1
(2)	One Parking, Inc.....	466.2
(3)	Laz Florida Parking.....	402
(4)	Lanier Parking.....	399

Pursuant to City Ordinance 2018-46 establishing a Local Business Program, Denison Parking Inc. and One Parking, Inc., were awarded an additional 5% for compliance with Tier 1 requirements. The consensus of the Committee was that the four (4) ranked firm would be invited to make oral presentations to the committee. Denison Parking Inc., One Parking Inc., Laz Florida Parking and Lanier Parking would be invited to make presentations at a later date.

The Committee meeting adjourned at 11:35 AM.