

**MINUTES
SELECTION / EVALUATION COMMITTEE
RFP P-29-20 Micro-Transit Transportation Services**

**ZOOM PRESENTATION
1:00 p.m. 11/2/2020**

The following voting members of the committee were present:

Earl Bosworth, Assistant City Manager (Voting)
Christopher Brown, Project Consultant (Voting)
Jack Rogerson, Chair East Advisory Committee (Voting)
Suzette Sibble, Assistant City Manager (Voting)
Nguyen Tran, CRA Director (Voting)

Also in attendance: Jeff English: Purchasing Agent, Jill Press, Purchasing Supervisor, Tammy Thompkins, Purchasing Agent and Jeff Lantz, Parking Operations Manager (Non-Voting)

This meeting was held for presentations from the three (3) firms that had been scored highest by the Committee at a meeting held on October 7, 2020. Pursuant to section 286.0113 of Florida Statutes, the Presentation portion was not held as a public meeting. The final selection and evaluation portion of the meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division office, and on the City's website.

The schedule of presentations was:

1:00 p.m. Circuit Transit
2:00 p.m. Beefree, LLC
3:00 p.m. Slidr, LLC

Each firm was given thirty (30) minutes for their presentation, with a twenty (20) minute question and answer period immediately following. During their presentations, the firms discussed their capabilities and experience. The Committee had specific follow-up questions of each firm.

After the final presentation the Committee discussed their perception of each presentation and each firm's overall response to the solicitation. Committee members scored the firm they considered most qualified to provide the required services to the City with "1," and the next-most-qualified "2," etc. The firm with the fewest total points was ranked #1. The members scored the short-listed firms with the following results:

1	Circuit Transit.....	5 points
2	Beefree LLC.....	11 points
3	Slidr, LLC.....	14 points

A copy of the voting matrix is attached.

An agenda item will be prepared to present the final ranking to the City Commission for their approval to negotiate and enter into a contract, with Circuit Transit the firm with the highest rank. Further authorization is requested to continue with the succeeding ranked firms should an impasse occur in the negotiations with the recommended firm. This solicitation was assigned a **10% Local Business participation goal**. The firm being recommended has made good faith efforts to meeting that goal.

The meeting adjourned at approximately 4:28 p.m.