

**MINUTES
SELECTION / EVALUATION COMMITTEE
RFP P-03-21 Debt Collection Services**

**ZOOM PRESENTATION
10:00 a.m. 6/29/2021**

The following voting members of the Selection/Evaluation Committee (Committee) were present:

Peter Cristancho, Collection Specialist (Voting)
Allison Feurtado, Controller (Voting)
Andrew Jean-Pierre, Finance Director (Voting)

Also in attendance: Jeff English, Purchasing Agent (Non-Voting) and Jill Klaskin Press, Purchasing Supervisor (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 May 18, 2021. 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:

10:00 a.m. Sherloq Financial
10:30 a.m. IC System.
11:00 a.m. Transworld Systems, Inc

Having submitted written responses to the Committee's questions, each firm was given ten (10) minutes for its presentation, with a ten (10) 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 its perception of each presentation and each firm's overall response to the solicitation in a public meeting. 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 Committee members scored the short-listed firms with the following results:

1	Transworld Systems, Inc.....	.4 points
2	IC System.	6 points
3	Sherloq Financial	8 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 its approval to negotiate and enter into a contract, with Transworld Systems, Inc., 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.

The meeting adjourned at approximately 11:53 p.m.