

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFP P-18-20  
Fixed Base Operation (FBO) at Pompano Beach Airpark  
Tuesday, August 11, 2020  
10:00 AM**

The committee consisted of:

Tammy Good, Capital Improvements Project Manager (Voting)  
Rob McCaughan, Public Works Director (Voting)  
Steve Rocco, Airpark Manager (Voting)  
John Sfiropoulos, City Engineer (Voting)

Also in attendance was Jeffrey English, Purchasing Agent, Tammy Tompkins, Purchasing Agent and Jill Klaskin Press, Purchasing Supervisor (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish a thirty (30) year revenue generating contract to provide a qualified Fixed Base Operator (FBO) and/or Specialized Aviation Services Operator (SASO). This meeting was posted as a "Public Meeting." Only one (1) firm submitted a response. The meeting was called to order at 10:00 AM.

The Purchasing Department reviewed evaluation procedures and distributed Conflict of Interest Statements for completion by all voting members. Each Committee member had reviewed the response in advance of the meeting. Steve Rocco led the technical discussion.

The Committee discussed the proposal, and because there was only one (1) response, used a "yes" or "no" evaluation form. The committee voted unanimously to move the recommendation forward to the City Commission to negotiate a contract for award to Pompano Aviation, LLC.

An agenda item will be prepared to present the Committee's recommendation to the City Commission for their approval to enter into a contract negotiation with Pompano Aviation, LLC, as detailed above. The Committee meeting adjourned at 10:29 AM.