

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFP #E-34-17  
Financial Advisory Services**

**Commission Chambers Conference Room  
100 West Atlantic Boulevard, Pompano Beach, 33060  
9:30 a.m. 11/07/17**

The following voting members of the committee were present:

Erjeta Diamanti: Budget Officer

Andrew Jean-Pierre: Finance Director

Suzette Sibble: Assistant City Manager

Also in attendance: Jeff English: Purchasing Agent, non-voting member

This meeting was held for presentations from the two firms that had been evaluated by the Committee at the meeting held on September 29.

The schedule of presentations was:

9:35 a.m. First Southwest div. of Hilltop Securities

10:20 a.m. PFM Financial Advisors LLC

Each firm was given twenty minutes for their presentation, with a ten-minute question-and-answer period immediately following. During their presentations, the firms discussed their capabilities and experience. The Committee had specific follow-up questions for 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 "1," and the next-most-qualified "2." The firm with the fewest total points would be ranked #1. The members proceeded to score the short-listed firms with the following results:

1	PFM Financial Advisors LLC.....	3 points
2	First Southwest div. of Hilltop Securities...	6 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 PFM Financial Advisors LLC, the highest ranked firm.

The meeting adjourned at approximately 11:15 p.m.