

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFP #L-40-16  
11 Acre Parks and Recreation Site Development  
Purchasing Conference Room  
1190 NE 3<sup>rd</sup> Ave. Building C, Pompano Beach, FL  
3:00 p.m. 7/19/2016**

The committee consisted of:

Horacio Danovich, CIP Manager (Voting)  
Tammy Good, Engineering Projects Manager (Voting)  
Karen Friedman, Principal Planner (Voting)  
Chris Mullon, Parks and Recreation Advisory Board Member (Voting)  
Andrew Jean-Pierre, Controller (Voting)  
Jonathan Nasser, Interim Recreation Manager (Voting)  
Also in attendance: Cassandra LeMasurier, Purchasing Supervisor (Non-Voting)

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish a contract for a qualified firm to finance, design, construct, operate and maintain the undeveloped parcel which is approximately 11.756 acres under a long-term contract with the City. This meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division office, and on the City's website. Two firms submitted responses to the City's Request for Proposals.

Horacio Danovich led the technical discussion. The Purchasing Supervisor reviewed evaluation procedures and distributed Conflict of Interest Statements for completion by all voting members.

Each Committee member had reviewed all of the responses in advance of the meeting.

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

(1)	Azur Equities, LLC .....	515
(2)	Made in America Language School and Tours, Inc.....	345

A copy of the voting matrix is attached. The Committee decided oral presentations would not be required as the scoring results showed sufficient distinction between the responding firms. An agenda item will be prepared to present the ranking to the City Commission for their approval to negotiate a contract with the highest-ranked firm, Azur Equities, LLC.

The Committee meeting adjourned at 4:30 p.m.