

**MINUTES  
SELECTION / EVALUATION COMMITTEE**

**RFP P-32-19**

**Community Redevelopment Agency (CRA) MLK Sale/Lease Commercial Space  
Thursday July 11, 2019  
1:00 PM**

The committee consisted of:

Horacio Danovich, CIP Director (Voting)  
Cassandra LeMasurier, Real Property Manager (Voting)  
Whitney Rawls, NW CRA Advisory Board Member (Voting)  
Danielle Sabat, Administrative Coordinator (Voting)

Also in attendance: Nguyen Tran, CRA Director, Kimberly Vazquez, CRA Project Manager 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 invites qualified individuals or commercial businesses to submit proposals to operate their business in the renovated building located at 737 Dr. Martin Luther King Boulevard in the Northwest CRA District of the City of Pompano Beach. This meeting was posted as a "Public Meeting." Five (5) firms submitted responses to the City's Request for Proposals. The meeting was called to order at 1:05 PM.

Kimberly Vazquez led the technical discussion. The Purchasing Department 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, and scored the responses using voting forms containing the evaluation criteria published in the RFP, with the following results:

(1)	West Construction, Inc.....	398.
(2)	Life Skills Management Services, LLC... ..	239
(3)	Jrubees Health and Beauty LLC.....	190
(4)	T & G Group Holdings, LLC.....	119
(5)	2 Sistas Bread Company .....	111

The consensus of the Committee was that the highest ranked firm would be recommended for moving forward. Local Business requirements were removed, per authorization from the City Manager. The Committee decided oral presentations would not be required as the scoring results showed sufficient distinction between the responding firms.

A copy of the voting matrix is attached. An agenda item will be prepared to present the Committee's recommendation to the CRA Board of Commissioners for their approval to negotiate with the highest ranked firm, West Construction, Inc., as detailed above. The committee also agreed to request additional authorization to enter into a contract with the succeeding firms, if an impasse in negotiation occurs between the City and a top ranked firm. The Committee meeting adjourned at 1:41 PM.