

**MINUTES
SELECTION / EVALUATION COMMITTEE
RFP #E-24-21
RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION SERVICES**

CITY COMMISSION CHAMBERS

9:32 a.m. 8/23/21

The Evaluation Committee (the Committee) consisted of the following voting members:

George Buenaventura, Building Maintenance Services Director

Brian Donovan, Assistant City Manager

Russell Ketchem, Solid Waste Services Director

Robert McCaughan, Public Works Director

Non-voting member:

Purchasing Agents: Jeff English and Tammy Thompkins

The meeting was held to evaluate the proposals received in response to the City's solicitation to establish a contract to provide exclusive franchised residential recycling and solid waste collection and commercial solid waste collection services. The meeting was posted as a "Public Meeting" both at City Hall and at the Purchasing Division of the General Services Department (Purchasing), and on the City's website. Six (6) companies/firms submitted responses to the City's Request for Proposals (RFP). Russell Ketchem led the technical discussion. The Purchasing Representative reviewed evaluation procedures and distributed Conflict of Interest Statements for completion by all voting members.

Each Committee member reviewed all of the responses in advance of the meeting. There was a consensus that additional clarification of proposals was needed prior to scoring. The Committee collectively decided that it would delay scoring proposals until after presentations from each of the six (6) companies/firms.

The Committee was advised by Purchasing and agreed that each company/firm should be given identical questions to address in its presentation, with the discussion points to be confirmed via email to Purchasing. Up to ten (10) minutes will be allowed for each presentation, with ten (10) minutes scheduled for questions from the Committee. The meeting would be scheduled for a future date to be determined based upon availability of the Committee members. The following companies/firms would be invited to make presentations for RFP E-24-21:

- 1) Waste Pro of Florida, Inc.
- 2) FCC Environmental Services, LLC.
- 3) Coastal Waste & Recycling, Inc.
- 4) Waste Management, Inc. of Florida
- 5) Eastern Waste Systems, Inc.
- 6) Republic Services of Florida, LP

The meeting adjourned at approximately 9:52 a.m.