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RFP RE 22 01
Public Art Master Plan
Consulting Services

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

October 24, 2022

The meeting of the Evaluation Committee (“Committee”) for RFP RE-22-01 “Public Art Master Plan Consulting Services” was called to order by Gabriel Fernandez, Purchasing Manager at 10:00 AM on Monday, October 24, 2022, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Holly Bonkowski, Victor Duarte, Jay Shechter and Joseph Yaciuk. Member Dayna Castellon was absent. Also Present: Gabriel Fernandez, Purchasing Manager; Irene Munarriz, Purchasing; Assistant City Attorney Quinten Morgan; and Board Secretary Katherine Borgstrom.

Gabriel Fernandez, Purchasing Manager, presented the purpose of the meeting, which is for the Committee to publicly review and rank proposals and presentations. The committee will be asked to consider each vendor according to the criteria provided in their package and score the proposals according to the percentage allotment afforded to each criteria. The Committee will finalize their scores. The Secretary will tally each evaluator’s score card and rank the vendors according to the total scores. The end result will be a final ranking by each member of all vendors listed and no ties on the individual evaluators score cards. The rankings will be read aloud and the Evaluation Committee will then be asked

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to recommend to the City Commission a vendor for negotiation and award of contract.

A motion by Member Shechter, seconded by Member Bonkowski, to nominate Member Yaciuk to serve as Chairman, passed unanimously.

The meeting was closed to the public at 10:03 AM. Vendor, Cultural Planning Group, began their presentation. At 10:20 AM the meeting was open to the public. Committee discussed that there was no need for scoring of vendor.

A motion by Member Shechter, seconded by Member Bonkowski to recommend Cultural Planning Group to the City Manager for negotiation of contract for RFP RE-22-01 Public Art Master Plan Consulting Services for award of contract, passed unanimously.

A motion by Member Shechter, seconded by Member Bonkowski, to adjourn the meeting at 10:24 AM passed unanimously.

Respectfully submitted,

Katherine Borgstrom
Board Secretary