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RFP #AD 16 05
Fleet Maintenance

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

March 1, 2017

The meeting of the Evaluation Committee ("Committee") for RFP AD-16-05, "Fleet Maintenance", was called to order by Gabriel Fernandez at 2:00 P.M. on Wednesday, March 1, 2017, in the Conference Room of the Engineering Division, Public Services, 8300 South Palm Drive, Pembroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Chairman Riley Smith, Members Carlos Bermudez, Steven Buckland, Lisa Chong and Andrew Teixeira. Also Present: Gabriel Fernandez, Assistant Purchasing Manager; Assistant City Attorney Jacob Horowitz; and Board Secretary Katherine Borgstrom.

Gabriel Fernandez, Assistant Purchasing Manager, presented the purpose of the meeting, which is for the Committee to hear presentations from the short listed vendors on their bid and to ask questions of the vendors. All presentations will take place in closed session, with only the vendor and Committee present during the vendor's assigned time. 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 City Clerk will tally each evaluator's score card and rank the score cards 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

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Evaluation Committee will then be asked to recommend that the City Commission negotiate a contract with the top ranked vendor for the Fleet Maintenance.

A motion by Member Buckland, seconded by Member Bermudez, to approve the draft minutes of the February 23, 2017 meeting, passed unanimously.

Chair closed the meeting at 2:06 P.M. for presentations. Chair opened the meeting to the public at 3:36 P.M. Members had brief discussion and asked for some clarification from the City Attorney on several points, then began marking score sheets at 3:40 P.M. The secretary entered the scores and Gabriel Fernandez announced the scores and rankings at 3:57 P.M.

Company	Score	Rank
Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC)	5	1
AN Motors of Pembroke Pines dba Autonation Chevrolet of Pembroke Pines	11	2
Pines Ford Lincoln (Malo Automotive Group)	14	3

A motion by Member Buckland, seconded by Member Chong, to recommend to the City Commission to award the contract for RFP AD 16 05 Fleet Maintenance to Vera-Williamson upon negotiation of contract, passed unanimously.

Chairman Smith adjourned the meeting at 3:59 P.M.

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Respectfully submitted,

Katherine Borgstrom
Board Secretary

Summary of All Scores

RFP # AD-16-05
Fleet Maintenance

Evaluation Committee Score Sheet

Wednesday, March 01, 2017

Evaluator/Vendor		Steve Buckland	Riley Smith	Lisa Chong	Carlos Bermudez	Andrew Teixeira	Total	Rank
2	Vera-Williamson Investments, Inc. (Vera Cadillac-Buick-GMC)	1	1	1	1	1	5	1
1	AN Motors of Pembroke Pines dba Autonation Chevrolet of Pembroke Pines	2	2	2	3	2	11	2
3	Pines Ford Lincoln (Malo Automotive Group)	3	3	3	2	3	14	3

Certifier of Score

Katherine Bergstrom

Please Print Name

Kathleen Bergstrom

Signature

3/1/2017

Date