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RFP PL 18 06
Digital Signage Fabrication and Installation

CITY OF PEMBROKE PINES, FL
EVALUATION COMMITTEE

June 20, 2019

The meeting of the Evaluation Committee ("Committee") for RFP PL 18 06 Digital Signage Fabrication and Installation was called to order by Mark Gomes at 1:14 P.M. on Thursday, June 20, 2019, at the Charles Dodge City Center, Room A 101, 601 City Center Way, Pmbroke Pines, Florida, 33025.

Present to wit: Evaluation Committee: Chairman Christina Sorensen, Members Giraldo Hernandez, Matthew Kefford, Karl Kennedy and Joseph Yaciuk. Also Present: Mark Gomes, Purchasing Director, Telice Gillom, Project Staff, Tom Graboski, Consultant, Assistant City Attorney Ian Singer, and Board Secretary Katherine Borgstrom.

Mark Gomes, Purchasing Director, presented the purpose of the meeting, which is for the Committee to publicly review and rank proposals and presentations from vendors for PL 18 06 Digital Signage Fabrication and Installation.

A motion by Member Kennedy, seconded by Member Kefford to approve the minutes of the April 30, 2019 meeting as corrected passed unanimously.

Mr. Gomes stated that one company has bid on and provided two demonstration products, so there are two different lines for scoring for the different products and that one company did not bring a sample display, as requested by the Committee at the April 30, 2019 meeting.

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Discussion by the members of the Committee focused on if the vendor that did not provide the requested display sample should be deemed non-responsive. The Chair stated that the company will give the reason to their not supplying the display and have asked to be evaluated on their presentation. The Members confirmed going forward with all three vendors' presentations. The meeting was closed to the public at 1:21 P.M. by the Chairman and the three vendors made their presentations. At one point during the second presentation, the Committee went into the courtyard of City Center to view the provided displays and the vendor continued speaking to their product and taking questions.

After the three vendors had made their presentations, the meeting was opened again to the public at 4:52 P.M. Members questioned if the price savings offered by one vendor during presentation should be taken into consideration during scoring and the answer was no, that pricing scoring had already been determined by Purchasing on the score sheets and the new information would not be allowed for that consideration. Members began scoring at 4:54 P.M. At 5:34 P.M. Mark Gomes announced the scoring and ranking as:

Company	Score	Rank
Dowling Construction Company	9	1
Don Bell Signs, LLC	10	2
Don Bell Signs, LLC (Alternate)	11	3
Imperatives, Inc.	20	4

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A motion by Member Hernandez, seconded by Member Kennedy to accept the results of the ranking and request the City Commission award PL 18 06 to the Dowling Construction Company and direct the City Manager to negotiate a contract with the same; and if an agreement cannot be reached between the City and Dowling Construction Company, that City Manager should proceed to the second ranked vendor for negation of a contract, passed unanimously.

A motion by Member Yaciuk, seconded by Member Kefford to adjourn passed unanimously at 5:35 P.M.

Respectfully submitted,

Katherine Borgstrom
Board Secretary