

RFP 20-470, Utilities Computerized Maintenance Management System (CMMS)

3rd Selection Committee Meeting Minutes

AUGUST 19, 2020

Selection Committee Members:

Chuck Nichols, Utilities
Mike Lang, Information Technology
Dale Edgar, Utilities
Sanjay Puranik, Utilities
Veronica Williams, Utilities

Staff: Michael Guerrero, Senior Procurement Analyst
Danielle Rose, Procurement Analyst
Sandra Howard, Assistant County Attorney

Others: Albair, Hannah, Utilities Consultant
(*video Conf*) Paul Thielen, Interloc Solutions
Zach Bartlett, Interloc Solutions
Craig Payne, Cardno Solutions
Jay Grews, Central Square
Bo Zimmerman, Central Square

The committee convened at 9:00 a.m. All committee members were present. Selection Committee members ranked the proposals in alphabetical order using the evaluation criteria and selection process, Elevation Level 3.

The ranking is as follows:

Proposer		Rank
Cardno	Clearwater, FL	1
Interloc Solutions	Folsom, CA	3
Starboard Consulting	Longwood, FL	2

In accordance with the RFP Selection Process Elevation Level 3, the Selection Committee collectively decided to elevate the two highest ranked Proposers to Elevation Level 4, Site Visits of Proposer Customers.

After all the elevated Proposer site visits, The Selection Committee will convene at a publicly noticed meeting that is open to the public on September 21, 2020 at 1:00 p.m. The User Advisory Committee (UAC) will present their analysis of the site visits to the full selection committee. Each Selection Committee member will individually rank the

Proposers in numerical order, beginning at 1 for the highest-ranked Proposer. The Selection Committee members will then collectively decide how many Proposers they would like to enter into contract negotiations with and if they would like to recommend the Board authorize staff to enter in Contract negotiations with the highest ranked Proposer(s).

The ranking of firms and recommendation of award will occur in the sunshine.

Meeting was adjourned at approximately 10:00 a.m.

Respectfully submitted,

Michael Guerrero
Chairperson / Senior Procurement Analyst