



AGENDA
N2023101/REV-COOPERREC/2324/2
EVALUATION & SELECTION COMMITTEE MEETING
DATE: April 5, 2024/ TIME: 1:00 PM

Call To Order:

- This meeting will be recorded.
- Those attending via webinar to must MUTE their audio
- Roll Call – Members and Procurement Staff

Announcements:

- Evaluation & Selection Committee Member Contact Prohibition Confirmation
- Evaluation & Selection Committee Agreement Confirmation

Public Comment:

- Those interested in commenting will have will have up to a maximum of 3 minutes and must state their name for the record. Discussion with City staff will not be allowed.

Discussion – City Staff:

- Pre-Qualification Efforts
- Evaluation Process
- Submittal Package comments by committee
- Qualification of submittal package and suggested negotiation factors

Adjournment

CONTACT PROHIBITION - All prospective Bidders are prohibited from indirectly or directly communicating with any member of the City of Punta Gorda, City Council, City Manager, or City of Punta Gorda staff member other than the Authorized City Contact Person identified in this Solicitation, or their designated Procurement staff member, regarding this solicitation package, or their submittal package, City's Intent to Award, or City's Intent to Reject (if applicable) at any time prior to the FORMAL AWARD for this project. FORMAL AWARD is defined as the issuance of a NOTICE OF AWARD document or the issuance of a PURCHASE ORDER to the awarded bidder. Any such contact prior to the formal award shall be cause for rejection of your submittal.

In accordance with the **Americans with Disabilities Act and Florida Statute 286.26**, the location of meetings related to this solicitation is accessible to persons with disabilities. If you are a person with disability who needs any accommodation in order to participate in this meeting, you are entitled, at no cost to you, to the provision of certain assistance. Interpreters for the hearing impaired (TTY 941-575-5013) or non-English speaking citizens and any other special accommodations can be requested by contacting the Human Resources Manager/Non-Discrimination Coordinator whose address is 326 W. Marion Avenue, Punta Gorda, FL 33950, whose telephone number is (941) 575-3308, and whose email address is humres@CityofPuntaGordaFL.com, at least two (2) calendars days prior to the meeting.