

1st ADVISORY COMMITTEE MEETING MINUTES
RFP16-0004 – Recreational Management Systems
August 4, 2016 @ 9:00 am
City Hall - 4th Floor Tarpon Conference Room

VOTING COMMITTEE MEMBERS PRESENT:

1. Renee Jackson (Chair), Fiscal Manager, Departmental
2. Rosemary E Flores, Fiscal Manager
3. Naomi Nelson, Administrative Specialist
4. Mike Pavelko, Regional Center Manager
5. David H Gancarz, Systems Development Manager

TECHNICAL ADVISOR COMMITTEE MEMBERS PRESENT:

1. Oscar Gonzalez, Technology Business Analyst
2. Rene Santalis Jr., Senior Database Administrator
3. Jacob G Blazsek, Applications Developer V
4. Pablo Moran, Regional Recreation Specialist
5. Jason Sugiuchi, Cultural Arts Coordinator
6. Oneka A Burnett, Regional Center Manager

PROCUREMENT REPRESENTATIVE:

- 1) Angela Thomas, Purchasing Agent III (Facilitator)

OTHERS PRESENT (CITY STAFF):

- 1) Dawn Chin Shue, W/MBE Office

OTHERS PRESENT (PUBLIC):

- 1) None Present

Angela Thomas, Purchasing Agent III (Facilitator)

Meeting called to order at 09:33 am

Facilitator presented an overview of City's policies and procedures as it pertains to the Request for Proposal, Public Records Act or Sunshine Laws. An overview of City's Public Input Procedures was discussed but there were no public at this meeting.

A motion to approve the City requirements for Public Input Procedures for this and all subsequent Committee Meeting for **RFP16-0004 – Recreational Management System**. Motion made by Renee Jackson (Chair), Fiscal Manager, Departmental and seconded by David H Gancarz, Systems Development Manager, all in favor and motion passed.

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Proposals for this RFP were opened on June 16, 2016. Responsive proposals were received from the following firms:

1. Active Network, LLC
2. Dash Platform, Inc.
3. eTrak – Plus
4. Recreation Dynamics, d/b/a U.S. eDirect, Inc
5. Maximum Solutions, Inc.
6. Vermont Systems, Inc.

Dawn Chin Shue, M/WBE representative, gave the committee a recap of M/WBE participation and explained the form and responses to the Committee.

Motion was made to adjourn at 09:43 am made by Renee Jackson (Chair), Fiscal Manager, Departmental and seconded by Rosemary E Flores, Fiscal Manager, all in favor and motion passed.

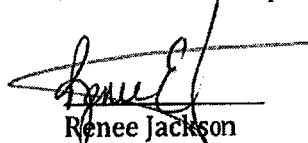
These minutes are considered to be the official minutes of the Recreational Management System, Committee Meeting held on August 4, 2016, and no other notes, tapes, or other recordings taken by anyone take precedence.

Submitted by:



Angela Thomas
Purchasing Agent III
Facilitator

Review and Accepted by:



Renee Jackson
Fiscal Manager, Departmental
Committee Chair