



Evaluation Committee Meeting Minutes

Town of Lake Park, Florida

Request for Proposal 101-2018

Towing Services

Tuesday, March 6, 2018, 2:00 p.m.

Town Hall Commission Chamber, 535 Park Avenue

The Evaluation Committee Meeting for Request for Proposal 101-2018 Towing Services was conducted on Tuesday, March 6, 2018 at 2:00 p.m. Present were Finance Director Lourdes Cariseo, Town Manager John O. D'Agostino, Human Resources Director/Assistant Town Manager Bambi Turner, Town Clerk Vivian Mendez, and Deputy Town Clerk Shaquita Edwards. Ms. Tiffany Thomas of the Inspector General's Office was in the audience.

Finance Director Lourdes Cariseo called the meeting to order at 2:00 p.m., staff introduced themselves as members of the Evaluation Committee. Town Manager D'Agostino explained that there was one (1) submittal received in response to Request for Proposal 101-2018 for Towing Services by Priority Towing. He explained that all the required documentation was included with the submittal.

The Evaluation Committee rated on the following four criteria's:

- 1) Experience, Qualifications and Financial Capability (50 points maximum)
- 2) Proposed Response Time (30 points maximum)
- 3) Cleanliness of Response Vehicles (10 points maximum)
- 4) Ability to Clean Up after Accidents (10 points maximum)

All members of the Committee were satisfied with the submittal. Members of the Committee submitted their Evaluation Criteria Form to the Finance Director. Finance Director Cariseo averaged the score and stated that Priority Towing received an average score of 91.2. The Town Clerk will post a letter of "Intent to Award" on the Town's website prior to Commission consideration.

ADJOURNMENT:

With no further business to be discussed by the Evaluation Committee, the meeting adjourned at 2:23 p.m.

Town Clerk Vivian Mendez

John D'Agostini

**TOWN OF LAKE PARK
EVALUATION CRITERIA FOR
TOWING SERVICES
REQUEST FOR PROPOSALS NO. 101-2018**

Name of Offeror: Priority Towing
Address: 7153 Southern Blvd
City/State/Zip Code: West Palm Beach

<u>Criteria:</u>	<u>Points Awarded:</u>
1. Experience, Qualifications and Financial Capability (50 points maximum)	<u>50</u>
2. Proposed Response Time (30 points maximum)	<u>25</u>
3. Cleanliness of Response Vehicles (10 points maximum)	<u>10</u>
4. Ability to Clean Up after Accidents (10 points maximum)	<u>10</u>
Maximum Points Awarded	<u>95</u>

**TOWN OF LAKE PARK
EVALUATION CRITERIA FOR
TOWING SERVICES
REQUEST FOR PROPOSALS NO. 101-2018**

Name of Offeror: PRIORITY TOWING INC.
Address: 714-740 BARNETT DRIVE
City/State/Zip Code: LAKE WORTH, FL 33461

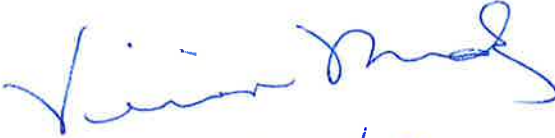
<u>Criteria:</u>	<u>Points Awarded:</u>
1. Experience, Qualifications and Financial Capability (50 points maximum)	<u>40</u>
2. Proposed Response Time (30 points maximum)	<u>30</u>
3. Cleanliness of Response Vehicles (10 points maximum)	<u>10</u>
4. Ability to Clean Up after Accidents (10 points maximum)	<u>10</u>
Maximum Points Awarded	<u>90</u>

Berk...

**TOWN OF LAKE PARK
EVALUATION CRITERIA FOR
TOWING SERVICES
REQUEST FOR PROPOSALS NO. 101-2018**

Name of Offeror: Priority Towing
Address: 7153 Southern Blvd
City/State/Zip Code: West Palm Beach, FL 33413

<u>Criteria:</u>	<u>Points Awarded:</u>
1. Experience, Qualifications and Financial Capability (50 points maximum)	<u>50</u>
2. Proposed Response Time (30 points maximum)	<u>30</u>
3. Cleanliness of Response Vehicles (10 points maximum)	<u>10</u>
4. Ability to Clean Up after Accidents (10 points maximum)	<u>10</u>
Maximum Points Awarded	<u>100</u>


Vivian Mendez
Town Clerk