

Rank and Review
October 29, 2018

MINUTES

Federal Lobbying Services
RFP 17-18-03

Present: City Manager Garry Brumback, Finance Director/Asst. City Manager Amy Davis,
City Clerk Ruth Nickerson and a representative from Alcalde & Fay

Ms. Davis called the meeting to order at 10:30AM.

General discussion on the selection procedure criteria took place for each of the three submissions. Attributes of each firm were noted.

Per the RFP document, criteria and points applicable to the responses included in each submission are as follows:

- Demonstrated Experience with local governments (20 points)
- Demonstrated Experience obtaining transportation/bridge funding (20 points)
- Qualifications (35 points)
- Cost (25)

Committee Members ranked submissions with the following results. (100 points possible)

	Lobbyit.com	Gray Robinson	Van Scoyoc Associates	Alcalde & Fay	The Ferguson Group
G. Brumback	40	60	60	95	80
A. Davis	47	63	65	100	82
Total	87	123	125	195	162

Consensus was reached to add acceptance/confirmation of the committee ranking and recommendation to begin negotiations with the top ranked firm to the November 6, 2018 Commission Meeting Agenda.

The Rank & Review meeting adjourned at 11:09 a.m.