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LTC # 057-2008

LETTER TO COMMISSION

To: Mayor Matti H. Bower and Members of the City Commission

From: Jorge M. Gonzalez, City Manager

Date: February 19, 2008

Subject: Evaluation Committee Related to Request for Proposals (RFP) No. 04-07/08 for Janitorial Services.

The purpose of this LTC is to update the Mayor and City Commission on Request for Proposals (RFP) No. 04-07/08, which seeks to establish an agreement with a reputable firm(s) focused which should focus on proven methods that will be used to review the City's janitorial services.

I am considering appointing the following individuals to serve on the Evaluation Committee on the above subject RFP:

Bob Halfhill, Property Management, Division Director
Miguel Beingolea, Parking, Parking Operations Manager
Carlos DaCruz, Parks and Recreation, Office Associate V
Howard Zeifman, Police, Sergeant
Maria Elena Negrin, Resident and Graduate of the Leadership Academy

I would appreciate your comments and/or suggestions by February 25, 2008.

Thank you.

c: Gus Lopez, Procurement Director