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OFFICE OF THE CITY MANAGER

LTC # **197-2010**

LETTER TO COMMISSION CITY CLERK'S OFFICE

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: July 12, 2010

SUBJECT: Evaluation Committee Relative to Request for Proposals (RFP) No. 13-09/10 for the Purchase and Implementation of an Enterprise Building Development Service System (the "RFP").

The purpose of this LTC is to update the Mayor and City Commission on the above subject RFP. In response to the RFP, the City received eight (8) proposals, which have been reviewed for responsiveness to the RFP requirements.

The Administration will include all departments in various meetings designed to developed scripted demos for the proposers to present to the Evaluation Committee.

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

- Trish Walker, CFO
- Sonia Machen, Fire Marshall
- Fernando Vazquez, City Engineer
- Alex Rey, Building Director
- Richard Lorber, Planning and Zoning Manager
- Gayle Durham, Resident and Leadership Academy Graduate
- Jeffrey Forster, Resident and Leadership Academy Graduate

I would appreciate your comments and/or suggestions by Monday, July 19, 2010.

Thank you.

C: Trish Walker, CFO
Gus Lopez, Procurement Director
Alex Rey, Building Department Director
Robert Parcher, City Clerk

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