



STEVEN POWELL Library Director/Chief Executive Officer

Procurement Committee Public Meeting Minutes

Committee Name: OCLS RFP 23-001-BOOK
 Date: December 28, 2023
 Time: 10:00 a.m. EST
 Location: 101 East Central Blvd. Orlando, FL 32801
 5th Floor- Camellia Room
 Committee Purpose: Evaluation of Written Proposals

Members:

Steve Powell, OCLS Director/CEO	Voting
Danielle King, OCLS Chief of Neighborhood Services	Voting
Genevieve Traas, OCLS Community Engagement Department Head	Voting
Adrian Grant, OCLS Community Engagement Manager	Voting
Sheri Holland, OCLS Community Engagement Assistant Manager	Voting

The following firms (in alphabetical order) submitted written proposals:

Firm Name	Points Awarded
1. Farber Specialty Vehicles	350
2. LDV, Inc.	332
3. Matthews Specialty Vehicles	390
4. Tech Ops Specialty Vehicles	322
5. Wakarusa Coach	244

The written proposals were discussed and scored using the criteria selection criteria which included scope of work, qualifications & experience, references, project schedule, and cost & fees. The following proposed ranking results will be presented to the Library’s Board of Trustees on Thursday, January 18, 2024 at 6:00 p.m.

1. Matthews Specialty Vehicles
2. Farber Specialty Vehicles
3. LDV, Inc.

Meeting Adjournment Time: 10:35 a.m.

Secretary of Record: *Danielle King*