

**AGENDA
FOR
INITIAL EVALUATION COMMITTEE MEETING
RFP No. PNC2120437P1
Professional Consultant Services for FLL and HWO Airports, Building Projects**

**Date: June 30, 2021
Time: 10:00 A.M.**

Virtual and In Person Meeting (Microsoft Teams and Room GC 430)

Audio/Phone Conference Information:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 754-900-8519,,924952961#](#) United States, Fort Lauderdale

Phone Conference ID: 924 952 961#

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Please "Mute" to limit background noise.

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- 1. CALL TO ORDER AND ANNOUNCEMENTS**
 - a. Day, date, time and place of meeting
 - b. Introduction – Purchasing Division
 - c. Quorum of voting members
 - d. Responsibility of the Evaluation Committee
 - e. State purpose of meeting
 - f. Attendance
 - g. Cone of Silence
 - h. Conflict of Interest Statement
- 2. PURCHASING DIVISION REPORT**
- 3. DETERMINATION OF RESPONDENTS RESPONSIVENESS**
- 4. DETERMINATION OF RESPONDENTS RESPONSIBILITY**
- 5. SHORT LIST RECOMMENDATION**
- 6. DETERMINATION OF THE NUMBER OF FIRMS**
- 7. VOTING – TALLY BALLOTS – ANNOUNCE SHORT-LISTED FIRMS**
- 8. ANNOUNCE PRESENTATION DATE, TIME AND GUIDELINES**
- 9. OTHER BUSINESS**
- 10. ADJOURN MEETING**

Link to Supporting Documents:

<https://www.broward.org/Purchasing/RepositoryDocuments/PNC2120437P1%20Professional%20Consultant%20Services%20for%20FLL%20and%20HWO%20-%20Building%20Projects.html>