

10/25/22

OPM subcommittee meeting #1

Roll Call: George Hooper, Jeff Hull, Greg Bendel, Melissa Plowman, Marianne Gallezo, Glenn Brand, Paul Ruggiero

Review of proposals and scoring:

- a. George provided an overview of the process for scoring this evening
- b. Will narrow pool of 8 down to the top rated firms (# interviewed is at the discretion of the committee)
- c. Each member read their scores while Dr. Glenn Brand recorded the scores into an excel sheet projected on the large screen
- d. SMMA, Hill, Colliers, (top 3)—the committee had discussion about the top candidates. Motion was made by Mr. Bendel, Seconded by Mr. Hull, to move these 3 firms on to the interview process, vote was unanimous
- e. Next Steps and Timeline
  - i. Agenda will be prepared by Dr. Brand's office by Friday, Oct 28th
  - ii. Virtual Interviews will be conducted and recorded with links which will be provided to the community
  - iii. Dates for interviews Nov 1st (5:30pm, 6:45pm, 8:00pm), and then a meeting to discuss/process on Nov 3<sup>rd</sup> 6:00pm (also virtual)
  - iv. Calls will go out from Mr. Hull's office to the 3 identified firms to schedule the interview appointments
  - v. Submission of selected OPM to MSBA on Nov 9