Board members present: None

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator

Angie Murphy, Town Clerk

Darlene Carrasquillo, Finance Officer

Adrienne Isenhower, Zoning Administrator

Public Participants: Mason Blake

One member of the public was also present.

The meeting began at 11:00 a.m.

Mr. Carmichael explained that each scoring sheet would be considered a public record and would be collected and saved at the end of the meeting. He asked for each participant to initial each sheet of paper.

The first submitter was CDC (Civil Design Concepts). They only submitted six copies of their proposal nor was there a PDF version. The packet was reviewed and scored by each participant.

The second submitter was Mattern & Craig. The packet was reviewed and scored by each participant.

The third submitter was Vaughn & Melton. The packet was reviewed and scored by each participant.

Mr. Carmichael calculated all the individual scores and announced the final total scores for each firm. Each person could rank a total of 100 points for each firm. CDC had an average score of 84.2. Mattern & Craig had an average score of 89.6. Vaughn & Melton had an average score of 96. The highest score was Vaughn & Melton. There was no further discussion. The next step was to present the findings to the Town Commission the next evening and ask for authorization to move forward with negotiations with the chosen firm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Angie Murphy, Town Clerk