purchasing evaluation team composition

EVALUATION TEAM COMPOSITION

	Gainesville	Alachua County	JEA Construction > $5M	Port St Lucie (CRA)
Who sits on team?	Subject matter experts 3 members, generally City employees	Depends on the need/service requested. Generally subject matter experts	Engineers from different areas of the business	Members trained by Purchasing staff that have product knowledge; will use non-city staff
Who decides members?	Administering department	Typically administering dept Approved by County Manager	Requesting business unit	Purchasing

	Clearwater	Hollywood	Marion County	Tallahassee
Who sits on team?	Representatives of the requesting department & at least one from outside dept	Varies	Majority of one dept. cannot sit on team, no supv/sub staff together, generally 3, sometimes 5	3 - 5 members Department representatives, sometimes outside experts
Who decides members?	Administering dept	Administering dept with Purchasing approval	Project manager, approved by Asst County Administrator	Administering department Approved by Asst. City Mgr.