



Legislation Details (With Text)

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**Title:** Public Comment Services Award Recommendation (B)

This item requests the City Commission authorize the City Clerk or designee to enter into a contract with Kearns & West, Inc. to provide public comment services for meetings of the City Commission and its advisory boards and committees.

**Sponsors:**

**Indexes:**

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**Attachments:** 1. 200898\_Bid document\_20210304.pdf, 2. 200898\_RFP Submittal Response CherryRoad\_20210304.pdf, 3. 200898\_Gainesville\_Response CherryRoad\_20210304.pdf, 4. 200898\_Public Award Notice\_20210304.pdf, 5. 200898\_Kearns and West oral presentation\_20210304.pdf, 6. 200898\_Kearns & West\_20210304.pdf, 7. 200898\_Award Rec\_Public Comment Services\_20210304.pdf, 8. 200898\_cherryroad oral presentation\_20210304.pdf, 9. 200898\_Evaluation Summary - Written and Technical\_20210304.pdf

Date	Ver.	Action By	Action	Result
3/4/2021	1	City Commission	Approved as Recommended	

**Public Comment Services Award Recommendation (B)**

This item requests the City Commission authorize the City Clerk or designee to enter into a contract with Kearns & West, Inc. to provide public comment services for meetings of the City Commission and its advisory boards and committees.

On November 23, 2020, the City of Gainesville solicited a Request for Proposal (CCLK-210011-MS) for services to facilitate live public comment during the City of Gainesville’s public meetings. The services will provide teleconference technology that integrates with the City’s physical and virtual meeting systems; and screening and moderation of phone calls from members of the public participating in certain City meetings. The City will be able to request service as needed for regularly scheduled public board meetings and additional meetings as needed.

Two companies submitted responses. In non-ranked order, they were:

- CherryRoad Technologies, Inc.
- Kearns & West, Inc.

Using the City’s Professional and Other Services Evaluation Handbook, the team selected two companies to provide presentations in February 2021. Subsequent to the presentations, Kearns & West, Inc. was ranked first and CherryRoad Technologies, Inc. was ranked second. Staff recommend awarding the contract to Kearns & West, Inc.

The bid award amount proposed by Kearns & West, Inc. is \$195,175.00 annually.

Emergency funding under the CARES Act currently pays for this service. When these funds are no longer available to cover the expenditures, this will be a recurring General Fund expenditure until determined it is not needed.

The City Commission: 1) approve the selection of Kearns & West, Inc.; and 2) authorize the City Clerk to execute the contract subject to the approval of the City Attorney as to form and legality.