

**NORTH CHARLESTON FINANCE COMMITTEE
AGENDA ITEM**

For Meeting of March 15, 2018

DATE: March 12, 2018
ITEM TITLE: Request to Approve Evaluation Committee for Interior Design Consultants
SUBMITTED BY: Denise Badillo, Purchasing Director
CONTACT: Lisa Reynolds, 308-4746

SUMMARY EXPLANATION:

The City has a Memorandum of Understanding (MOU) with the Regional Development Authority (RDA). The RDA agreed to renovate Quarters F on the Former Base with the City providing the furnishings, interior designs and management of the facility, which will be a Bed and Breakfast to complement the Chapel, Quarters L and K. The RDA has completed the renovation phase and staff is ready to hire a consultant to assist with the interior design and functionality of the facility.

The below is a recommended list of Evaluation Committee members. As required by the Purchasing Manual, the Finance Committee must approve, add or delete Evaluation Committee members and recommend approval to proceed with the project to City Council.

Debbie Summey, Member of RDA
Denise Badillo, Director of Procurement
Gwen Moultrie, Director of Planning and Zoning

Robert Ryan, Director of the RDA
Lisa Reynolds, Special Event Coordinator

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee approve the appointment of the Evaluation Committee members and to proceed with the project to City Council as presented.

BOARD/COMMISSION RECOMMENDATION:

COUNCIL COMMITTEE RECOMMENDATION:

COUNCIL ACTION:

EXHIBITS

Resolutions _____ Contract _____ Minutes _____ Plan/Map _____ Transfer of Funds _____ Other _____