

**Members Present:** Leighton Price, Christine Pratt, Alan Zanotti, Charlie Bletzer & Richard Knox

**Members Absent:** Dick Quintal & Donna Fernandes

**6:30pm Call to order and Public Comment—**

There is no public comment at this time.

**6:30 pm Financial Information—**

**Bills:**

**Attorney Marzelli**

Invoice #17922

Professional Services Rendered

Review of MOA & Miscellaneous Matters \$300.00

**Clippership Insurance**

Workingman’s Compensation

Policy # WHN 0462098-05

Policy Date: 7/1/2010- 7/1/2011

**(Expected amount due)** \$7,994.00

The “expected amount due” for Clippership is \$7,994.00 instead of last year’s price of \$8,024.00 because Clippership is researching what the annual amount due would be if we reclassify Mr. Burke as “Administrative” on the payroll. Clippership agreed to bill us for \$7,994.00 until they confirm actual price, but Ms. Pratt asks the Board to approve payment of up to \$8,024.00, as a precautionary measure if Clippership comes back with last year’s figure.

Mr. Zanotti wants to bid out Insurance policies.

**RMV Service Fees:** Ms. Pratt does not have the total due yet but asks the Board to approve payment to the Town of Plymouth in advance of our next meeting.

**Mr. Knox motions and Mr. Zanotti seconds to pay up to \$8,024.00** **Passed | 5-0-0**

**6:45pm Park Plymouth—**

The Board reviews the selection process for tonight’s interview of the Parking Citation Processing and Collection Services Consultants. They will conduct a qualitative analysis of the vendors chosen for tonight’s selection process and score them each in one of three categories: highly advantageous, advantageous, not advantageous, or unacceptable, and create a composite rating for each proposal.

Clancy, MMA, and Complus are potential vendors; however, Mr. Burke had to disqualify MMA from the selection process because they mistakenly included the price in their non-price proposal to us.

**6:52 pm**      **Phone Interview with Clancy Systems:** Stan Wolfson, President of Clancy Systems, Dan Ross, head of Clancy IT, and Liz Wolfson, give an overview of their ticketing and processing systems and the Board asks questions.

**7:45 pm**      **Clancy phone interview ends.**

7:47 pm      The Board performs their quantitative analysis of Clancy. Please see the “Parking Citation Processing & Collection Consultants Quantitative RFP Analysis” document in the October Handouts section of the 2010 Minutes Binder for official rating information.

**7:55 pm**      **Interview with Complus:** David Holler, Director of Business Development, Janine Marstigliano, Director of Client Services, and Bill Geherty, VP of Business Development, give an overview of their ticketing and processing systems and the Board asks questions.

**8:55 pm**      **Complus interview ends.**

9:23 pm      The Board performs their quantitative analysis on Complus. Please see the “Parking Citation Processing & Collection Consultants Quantitative RFP Analysis” document in the October Handouts section of the 2010 Minutes Binder for official rating information.

After a lengthy discussion on the pros and cons of both vendors, the Board selects Complus as the more advantageous supplier for Park Plymouth.

9:42 pm      The Board opens both Clancy’s and Complus’ sealed price proposals. The Clancy fee proposal is approximately \$5,000 less annually than the Complus fee proposal. They discuss which points warrant clarification in the Complus proposal and decide to take the information home to study it further before making a final decision; however, PGDC will not meet until sometime in November and Mr. Burke is concerned about scheduling the upgrade before Clancy’s contract runs out.

**Mr. Knox motions that after consideration of price and performance, to allow Mr. Burke to move ahead with Complus and have him negotiate on the issues that present a problem for him, or any other points that might concern the Board. Mr. Zanotti seconds for discussion**

Mr. Burke feels we need to select the company who is going to increase our collections rate to 90% and improve the entire ticketing process. He advised that the Complus was the overall superior quality proposal; it provided the handheld units to scan inspection stickers as opposed to cell phone units w/Sprint service that could not (Clancy); they provided direct out-of-state RMV look ups where the Clancy proposal did not; they had superior references and clients with 90% collection rates.

**Passed | 5-0-0**

**9:50 pm**      **Mr. Bletzer motions and Mr. Knox seconds to adjourn the meeting**      **Passed | 5-0-0**

Respectfully submitted by PGDC Secretary Mr. Alan P. Zanotti –

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Alan P. Zanotti, Secretary