



**SPECIAL MEETING**  
**City of Anthony Board of Trustees**  
**Conference Call**  
**Thursday June 3, 2021**  
**5:00 P.M**  
**MINUTES**

You can join meeting using your phone by dialing.  
**United States: +1 (646) 749-3335**  
**Access Code: 898-383-789**

1. **CALL TO ORDER** by Mayor Diana M. Trujillo
2. **PLEDGE OF ALLEGIANCE** led by Mayor Diana M. Trujillo
3. **ROLL CALL Present:**

<b>MPT Fernie Herrera</b>	<b>YES</b>	<b>NO</b>	<i>Absent</i>
<b>Trustee Gloria Gameros</b>	<b>YES</b>	<b>NO</b>	
<b>Trustee Elva Flores</b>	<b>YES</b>	<b>NO</b>	
<b>Trustee Javier Silva</b>	<b>YES</b>	<b>NO</b>	
<b>Mayor Diana M. Trujillo</b>	<b>YES</b>	<b>NO</b>	
<b>Quorum Established</b>	<b>YES</b>	<b>NO</b>	

**4. APPROVAL OF AGENDA ORDER**

*Motion to approve agenda order.*

1<sup>st</sup> Motion: Trustee Gameros 2<sup>nd</sup> Motion: Trustee Flores

- |                                    |                |               |                                    |
|------------------------------------|----------------|---------------|------------------------------------|
| <del>MPT Fernie Herrera</del>      | <del>YES</del> | <del>NO</del> | <del>Absent</del>                  |
| Trustee Gloria Gameros             | <b>YES</b>     | <b>NO</b>     | <i>3 to 0 vote, motion passed.</i> |
| Trustee Elva Flores                | <b>YES</b>     | <b>NO</b>     |                                    |
| Trustee Javier Silva               | <b>YES</b>     | <b>NO</b>     |                                    |
| <del>Mayor Diana M. Trujillo</del> | <del>YES</del> | <del>NO</del> |                                    |

**5. CONSIDERATION AND ACTION**

- a) Consideration and action to approve employee benefits RFP award. *Presented by Payroll/ Procurement Clerk*

*Motion: Consideration and action to approve employee benefits RFP award*

- *Procurement Clerk: This presentation is for RFP – 052021-01, Employee Health Insurance.*
- *The members of the RFP committee were Oscar Dominguez, City Manager; Esther Motongo, City Clerk; Eddie Salazar, Neighborhood Services Supervisor; Javier Herrera, MVD Manager and Mary Hall, Head Librarian. Bonnie Hidalgo served as the Procurement Manager and was not a scoring member of the evaluation committee.*
  - *All written responses received were distributed to evaluation team members for their scoring and evaluation. Instructions were to read all written responses & questions and familiarize themselves with the contents. Written responses were reviewed for mandatory specifications; Discrepancies were identified and validated.*
  - *The committee members were instructed to individually score the written responses based on the evaluation criteria in the RFP.*
  - *Two proposers responded to the mandatory written questionnaire in a timely manner, they are: Hub Southwest and Rydeski & Company. RFP was published May 20, 2021, response to RFP was due May 31, 2021.*

- Possible points:

Point Value	Evaluation Items from Mandatory Required Response
50	Company Profile – Organization
100	Experience and Past Performance
50	Key Personnel and Experience
100	Services Offered and Quality Assurance
300	Total Possible Points

- The Offerors scores were tabulated between highest and lowest scores.
- Out of a total of 300 points, Hub Southwest had 237 the lowest awarded points, Rydeski had 276 points.
- Bidders were evaluated for compliance with mandatory requirements set forth in the Request for Proposal (RFP).
- The evaluation committee recommends that the contract be given to Rydeski based on the awarded points.
- **Alan Dahl- City Attorney:** Pending motion doesn't reference to who the RFP would be awarded to. For clarification the board needs to amend the pending motion to clarify who is going to be awarded the contract.
- **Mayor Trujillo:** Request an amendment motion.

**Trustee Gameros:** Motion for consideration and action to approve employee benefits RFP award to Rydeski & Company.

1<sup>st</sup> Motion: Trustee Gameros 2<sup>nd</sup> Motion: Trustee Flores

MPT Fernie Herrera — YES NO *Absent*  
 Trustee Gloria Gameros YES NO *3 to 0 vote, amended motion passed.*  
 Trustee Elva Flores YES NO  
 Trustee Javier Silva YES NO  
 Mayor Diana M. Trujillo YES NO

- **Mayor Trujillo:** Request roll call for original motion for consideration and action to approve employee benefits RFP award

1<sup>st</sup> Motion: Trustee Gameros 2<sup>nd</sup> Motion: Trustee Flores

MPT Fernie Herrera — YES NO *Absent*  
 Trustee Gloria Gameros YES NO *3 to 0 vote, amended motion passed.*  
 Trustee Elva Flores YES NO  
 Trustee Javier Silva YES NO  
 Mayor Diana M. Trujillo YES NO

- **Mayor Trujillo:** Thank you, Ms. Hidalgo for this presentation and for bringing everything together.

6. ADJOURNMENT

*Motion to adjourn meeting*

1<sup>st</sup> Motion: Trustee Gameros 2<sup>nd</sup> Motion: Trustee Flores

MPT Fernie Herrera ~~YES~~ ~~NO~~ *Absent*

Trustee Gloria Gameros **YES** ~~NO~~ *3 to 0 vote, amended motion passed.*

Trustee Elva Flores **YES** ~~NO~~

Trustee Javier Silva **YES** ~~NO~~

Mayor Diana M. Trujillo ~~YES~~ ~~NO~~

*Mayor Trujillo: Meeting is adjourned at 5:11 P.M.*



  
Diana Murillo-Trujillo, Mayor

{SEAL}

ATTEST:



Esther Motongo, CMC- City Clerk