

# Consultant recommendation

Steve Bang <stevendbang@comcast.net>

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To: board@lacamasshoreshoa.org <board@lacamasshoreshoa.org>;

Cc: camaskidsrun@yahoo.com <camaskidsrun@yahoo.com>; Frank Haylett <fhaylett@comcast.net>; Marie Tabata-Callerame <aikotabcal@hotmail.com>; Mark Finby <ros3211h@yahoo.com>; Patrick Lambert <ptrcklmbert62@gmail.com>; petergecho@me.com <petergecho@me.com>; Rprice1016@aol.com <Rprice1016@aol.com>; stevendbang@comcast.net <stevendbang@comcast.net>; Thomas Kelly <tomkellyevi@aol.com>;

Dear Board,

The CALU committee has selected ETC as the preferred consultant to perform the Meadowlands Park study. The CALU committee thoroughly vetted both consulting firms beginning September 10<sup>th</sup>, 2016 and completing the process October 29, 2016. The process involved the following:

- 1) RFP responses distributed to CALU committee September 10<sup>th</sup>
- 2) Initial round of written questions September 10 to October 11<sup>th</sup>
- 3) [Initial interview with ETC October 11<sup>th</sup>](#)
- 4) [Initial interview with ELS October 14<sup>th</sup>](#)
- 5) Second round of written questions and answers completed October 20<sup>th</sup>
- 6) Detailed list of selection criteria distributed to CALU committee October 20<sup>th</sup> (over 20 selection criteria items)
- 7) References checks with customers completed October 22<sup>nd</sup>
- 8) Reference checks with city completed October 25<sup>th</sup>
- 9) [CALU committee discussion and recommendation meeting October 28<sup>th</sup>](#)
- 10) Further input from committee members received October 29<sup>th</sup>
- 11) Committee solidifies recommendation for ETC October 29<sup>th</sup>

The CALU committee is preparing information to put on the official website to help keep the Homeowners informed. Both vendors are well qualified. ETC had the best overall proposal and is the Committee's recommended consultant.

Thanks,  
Steve