

**DEPARTMENT RECOMMENDATION OF  
 BID (ITB, RFP, BEB, RFQ) INTENDED AWARD**

To: **Purchasing, Box 32**

Attn: Gayle Dykeman (Buyer)

Bid #: CMGR-220033-GD

Bid Due Date: December 27, 2021

**Bid Title:** Consulting Services for Oversight and Compliance for American Rescue Plan Act of 2021 and Other Grant Funds

**NO AWARD – REJECT ALL BIDS**

Justification for No Award:

- Bids over budget
- Only one bid received
- Other (provide detailed explanation: \_\_\_\_\_)

**IMPORTANT:** The cone of silence is in effect until the contract is awarded including City Commission approval. Violation of this provision shall result in disqualification of the bidder/vendor.

**RECOMMENDATION FOR INTENDED AWARD**

If BEB/RFP/RFQ (turn in evaluation notes, comments points, etc.). Recommended Ranking:

<u>Vendor</u>	<u>Ranking</u>
<u>GSG – Government Services Group, LLC</u>	1
<u>UHY Advisors Mid-Atlantic MD, Inc.</u>	2
<u>iParametrics, LLC</u>	3
<u>Grant Thornton</u>	4
<u>Dynamic Contract Consultants, LLC</u>	5
_____	6
_____	7

Bid award amount: \$ \_\_\_\_\_

Justification for the Recommendation:

Procurement issued a Request for Qualifications (RFQ) on December 10, 2021. Five firms responded to the RFQ. Evaluators reviewed the submittals and conducted an evaluation meeting in which their independent rankings were revealed and discussed to determine a ranking of the firms. The top two (2) ranked firms were invited to provide oral presentations to respond to evaluation team questions and advocate for their firm. Evaluators reconvened to rank the oral evaluations and determine the most qualified firm for recommendation to the City Commission. Because this solicitation was a Request for Qualifications, price was not an evaluative factor in the rankings.

I hereby certify the recommended straight low bidder/vendor ranked No. 1 is the most responsive and responsible bidder meeting all requirements, certifications, forms, and/or minimum criteria/qualifications listed below (include qualifications/requirements directly from ITB, RFP, BEB, RFQ document):

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Recommended by: Cintya Ramos  
 SIGNATURE  
Cintya Ramos  
 PRINTED NAME

Phone: 352-393-8782

Title: Finance Director

Date: January 14, 2022

**IMPORTANT:** The Project Manager is responsible for initiating, completing and executing the contracts. Fully signed (including City Attorney and City Commission approval) contracts are forwarded to Purchasing for the issuance of a purchase order.

City Commission required:  Yes City Commission meeting on January 20, 2022  
 No City Commission approval is not required: \_\_\_\_\_ (Indicate Policy exemption section (i.e. Sec 7.1(c))  
 Vendor is active in the Advantage Financial System – **Department is responsible to obtain appropriate documentation to activate vendor.**