

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

To: **Purchasing, Box 32**

Attn: Gayle Dykeman (Buyer)

Bid #: HRDX-180040-GD

Bid Due Date: November 30, 2017

Bid Title: Total Rewards Study

NO AWARD – REJECT ALL BIDS

Justification for No Award:

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

IMPORTANT: The blackout period 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 straight low bid (no evaluation – i.e. construction, materials):

Recommended Bidder: Korn Ferry - Hay Group

Bid award amount: \$ _____

Justification for the Recommendation:

OR

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

<u>Vendor</u>	<u>Ranking</u>
<u>Korn Ferry - Hay Group</u>	1
_____	2
_____	3
_____	4
_____	5
_____	6
_____	7

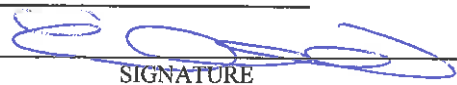
Bid award amount: \$200,000.00

Justification for the Recommendation:

Korn Ferry Hay Group has considerable experience with both public and private sector organizations and demonstrated experience in conducting similar studies of compensation, benefits and work/life effectiveness. This vendor provided a thorough, detailed response to all questions presented for oral presentations. Korn Ferry also recognizes the importance of evaluating programs with both a current state and long-term view which will ensure we can attract, retain and motivate now and in the future.

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):

- | | |
|--------------------------------|--------------------------------|
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |
| <input type="checkbox"/> _____ | <input type="checkbox"/> _____ |

Recommended by:  Phone: 352-393-8701

 SIGNATURE
 Eugenia Allen

 PRINTED NAME

Title: Human Resources Director Date: 12/28/17

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 _____ (date confirmed of approved agenda item).
 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.**