

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

To: Purchasing, Box 32

Attn: Gayle Dykeman (Buyer)

Bid #: HRDX-190032-GD

Bid Due Date: April 10, 2019

Bid Title: Executive Search Services - REVISED RECOMMENDATION

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:

Bid award amount:\$

Justification for the Recommendation:

OR

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

Table with 2 columns: Vendor and Ranking. Vendors include Colin Baenziger & Associates, GovHR USA. LLC, Cooperative Personnel Services dba CPS HR consulting, Baker Tilly Virchow Krause. LLP, MGT of America Consulting LLC.

Bid award amount: \$

Justification for the Recommendation:

The evaluation team for the above referenced solicitation completed its evaluation of the RFQs received and selected the top ranked firms based on technical qualification and the content of written proposals.

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):

- Four pairs of checkboxes for additional bidder information.

Recommended by: Audrey M Gatinny (Signature and Printed Name)

Phone: 352-393-8707

Title: Talent Acquisition Manager

Date: 5-10-2019

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: [X] 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.