

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

To: **Purchasing, Box 32**Attn: Gayle Dykeman (Buyer)Bid #: DODX-180049-GDBid Due Date: 1/31/18Bid Title: Enterprise Permitting & Land Management Software☐ **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:

<u>Vendor</u>	<u>Ranking</u>
<u>CitizenServe</u>	<u>1</u>
<u>Tyler Technologies</u>	<u>2</u>
<u>CityWorks</u>	<u>3</u>
<u>CityView</u>	<u>4</u>
_____	<u>5</u>
_____	<u>6</u>
_____	<u>7</u>

Bid award amount: \$189,000 (Total First Year Fees), \$67,000 (Each Additional Year Fees)

Justification for the Recommendation:

Meets the current needs of the City.

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

Recommended by: \_\_\_\_\_

SIGNATURE

Lila Stewart

PRINTED NAME

Phone: 352-393-8588Title: Strategic Planning ManagerDate: 4-11-2018

**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 5/17/2018 (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.**