



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

Post Office Box 2451
Daytona Beach, Florida 32115-2451

Phone (386) 671-8080
Fax (386) 671-8085

**** Notice of Intent to Award ****

Date: **July 11, 2018**
Subject Bid/RFP: **0118-1720: Elevator Maintenance**
City Contact: **Kirk Zimmerman, Buyer**
Commission Meeting: **August 15, 2018 or after**

The Daytona Beach City Commission will consider award of the subject contract at their regular meeting on listed above to:

Recommended Vendor: **Mowrey Elevator Company of Florida**
4518 Lafayette Street
Marianna, FL 32446

The submittal has been reviewed and determined to be responsive and responsible.

The recommended vendor listed above will:

1. Print and sign one single-sided copy of the contract, email it to the sender, and send the original to Kirk Zimmerman, Buyer, Daytona Beach Purchasing Division, PO Box 2451., Daytona Beach, FL 32115-2451.
2. Email a copy of insurance certificate(s) evidencing the required coverage at the contractual limits to Kirk Zimmerman (purchasing@codb.us). Risk Management will review the certificate to ensure it is compliant with the contract and you will be advised of any discrepancies.
3. Also, please send a copy of your W-9 to (purchasing@codb.us) if this is your first contract award by the City.

Should you have any questions regarding this notice please contact us at 386-671-8080. The City appreciates the time and effort of all parties responding to this solicitation.

Remember to register with the City of Daytona Beach at www.vendorregistry.com to be notified of future bid opportunities with the City.