



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

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DATE: February 18, 2019

TO: James V. Chisholm, City Manager

FROM: Joanne Flick, Purchasing Agent

SUBJECT: **Selection Committee**
Derbyshire Sidewalk Ph I CEI Services
RFP 19224

COPY: Michael Stallworth, BEMD Manager
Melissa Frangoulis, Financial Business Analyst
Andrew Holmes, Public Works Director
Michelle Martin, Technical Services Project Manager
Kimberly Dixon, Engineer II, Technical Services Division
James Nelson, City Engineer
Ben Gross, Assistant City Attorney

The City's Selection Committee convened on February 18, 2019, to review the Proposals received in response to the referenced Request for Proposals, and to score those proposals in accordance with the evaluation criteria published in the RFP. The Selection Committee recommends award of 1 project specific professional service contract and that contract negotiations be conducted with the top ranked firm as indicated on the short list below:

1. **CDM Smith**
2. **Conсор Engineers**
3. **GAI Consultants**

The final negotiated contracts will be presented to the City Commission for approval.

If you agree with the Committee's recommendations, please sign below and return a copy of this memo to my attention. If you wish to discuss the matter further, please call me at extension 8082. Thank you.

Approved: _____

Date: _____

2/18/19