

**NOTICE OF INTENT TO AWARD
ITB 318-2360
FIRST STEP SHELTER CONSTRUCTION**

The Daytona Beach City Commission will consider award of the subject contract, **First Step Shelter Construction, ITB No. 0318-2360** to **APM Construction Corp.**, on October 17, 2018.

Accordingly, please print and sign one *single-sided* copy of the attached contract, complete the notice information in Article VIII (do not use a PO Box, you must use a street address), sign and date the contract, email it to all those included in this email, and send the original to Joanne Flick, Purchasing Agent, Daytona Beach Purchasing Division, PO Box 2451., Daytona Beach, FL 32115-2451.

Also email a copy of insurance certificate(s) evidencing the required coverage at the contractual limits to Joanne Flick (flickjoanne@codb.us). Risk Management will review the certificate to ensure it is compliant with the contract and you will be advised of any discrepancies.

Upon award by the commission, a Notice of Award will be sent to you with a payment and a performance bond for execution.

Congratulations. We look forward to working with you on this project.

Joanne Flick, CPPO
Purchasing Agent
386-671-8080