



THE CITY OF DAYTONA BEACH
OFFICE OF THE PURCHASING AGENT

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TO: James V. Chisholm, City Manager

FROM: Kirk Zimmerman, Buyer *KZ*

DATE: September 13, 2018

SUBJECT: **Selection Committee
PROFESSIONAL SAFETY CONSULTING SERVICES ANNUAL CONTRACT
FOR THE CITY OF DAYTONA BEACH
RFP 0118-2320**

COPY: Betty Goodman, Assistant City Manager
Heidi Bova, Accounting Manager
Mark E. Jones, Risk Manager
Michael Kowal, Safety Officer
Ben Gross, Assistant City Attorney

The City's Selection Committee convened on September 13, 2018, 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. Alpha-Omega Training & Compliance, Inc. | Cocoa, FL |
| 2. Diversified Engineering Intl., Inc. | St. Augustine, FL |

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: *James V. Chisholm* Date: 10-1-18