



THE CITY OF DAYTONA BEACH  
OFFICE OF THE PURCHASING AGENT

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TO: James V. Chisholm, City Manager 

FROM: Joanne Flick, Purchasing Agent

DATE: April 10, 2018

SUBJECT: **SELECTION COMMITTEE  
SMALL BUSINESS INCUBATOR PROGRAM  
RFP 0118-0890**


COPY: John J. Drago, BEM Director  
Patricia Bliss, Chief Financial Officer  
Don Gooding, Community Development Compliance Manager  
Michael Stallworth, Business Enterprise Manager  
Ben Gross, Assistant City Attorney

The City's Selection Committee convened on April 9, 2018, to review the one Proposal received in response to the referenced Request for Proposals, and to evaluate that Proposal to determine that the Proposer is qualified and offers a reasonable program, subject to negotiations. The Selection Committee recommends that contract negotiations be conducted with **Central Florida Community Development Corporation**.

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

If you agree with the Committee's recommendation, 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: 4/10/18

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