



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 2, 2018

SUBJECT: **Selection Committee**
Wastewater Master Plan Re-Solicitation
RFP 0418-0680

COPY: John J. Drago, BEM Director
Patricia Bliss, Chief Financial Officer
Shannon Ponitz, Utilities Engineering Manager
Nicole Lloyd, Project Manager
James Nelson, City Engineer
Ben Gross, Assistant City Attorney

The City's Selection Committee convened on April 2, 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. **Carollo**
2. **Mead & Hunt**
3. **McKim & Creed**

The final negotiated contract 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: _____

4/11/18