

DEPARTMENT RECOMMENDATION OF BID (ITB, RFP, BEB, RFQ) INTENDED AWARD

To: **Purchasing, Box 32**Attn: **Diane Holder** (Buyer)Bid #: **PWDA-230046-DH**Bid Due Date: **June 27, 2023**Bid Title: **RFP Ecological Analysis and Tree Inventory**
☐ **NO AWARD – REJECT ALL BIDS**

Justification for No Award:

- ☐ Bids over budget
☐ Only one bid received
☐ Other (provide detailed explanation: _____)

IMPORTANT: The blackout period is in effect until the contract is awarded including City Commission approval. Violation of this provision shall result in disqualification of the bidder/vendor.

☒ **RECOMMENDATION FOR INTENDED AWARD**

If straight low bid (no evaluation – i.e. construction, materials):

Recommended Bidder: _____

Bid award amount: \$ _____

Justification for the Recommendation: _____

OR

If BEB/RFP/RFQ (turn in evaluation notes, comments points, etc.). Recommended Ranking:

Vendor	Ranking
University of Florida	1
ACRT	2
Terracon Consultants, Inc.	3
Water & Air Research, Inc.	4
_____	5
_____	6
_____	7

Bid award amount: **\$429,916.00**

Justification for the Recommendation: _____

Award agreement for Ecological Analysis and Tree Inventory

I hereby certify the recommended straight low bidder/vendor ranked No. 1 is the most responsive and responsible bidder meeting all requirements, certifications, forms, and/or minimum criteria/qualifications listed below (include qualifications/requirements directly from ITB, RFP, BEB, RFQ document):

- | | |
|---|--------------------------------|
| <input checked="" type="checkbox"/> <u>Certified Arborist overseeing the project</u> | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> <u>Remote sensing techniques used for tree canopy analysis</u> | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> <u>Personel to collect necessary data for tree inventory</u> | <input type="checkbox"/> _____ |
| <input checked="" type="checkbox"/> <u>Use of I-Tree ECO for final report</u> | <input type="checkbox"/> _____ |

Recommended by: David ConserDavid Conser (Aug 22, 2023 11:49 AM)Phone: 352-316-5749

SIGNATURE

David Conser

PRINTED NAME

Title: City ArboristDate: **8-22-2023**

IMPORTANT: The Project Manager is responsible for initiating, completing and executing the contracts. Fully signed (including City Attorney and City Commission approval) contracts are forwarded to Purchasing for the issuance of a purchase order.

City Commission required: ☒ Yes City Commission meeting on 9/21/23 (date confirmed of approved agenda item).☐ No City Commission approval is not required: _____ (Indicate Policy exemption section (i.e. Sec 7.1(c)))Vendor is active in the Advantage Financial System – **Department is responsible to obtain appropriate documentation to activate vendor.**

230046-RFP Ecological analysis and Tree Inventory-Award recommendation transmittal

Final Audit Report

2023-08-22

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