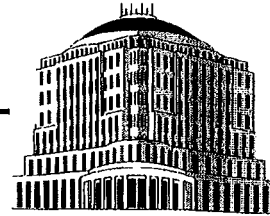




# CITY OF ORLANDO



## MEMORANDUM

DATE: April 28, 2014

TO: Roderick Williams, Deputy Fire Chief  
Fire Department

FROM: Tonja Voyles, Purchasing Agent III *TPV*  
Procurement and Contracts Division

SUBJECT: Bid Submittals and Award Recommendation

BID NUMBER/TITLE: RFQ14-0236 Athletic Shoes for OFD

The bids for the subject solicitation were opened on Friday, April 4, 2014 at 2:00 p.m. Procurement and Contracts have reviewed the bid submittals for responsiveness. Please see the attached Bid submittals and Bid Tabulation Sheet. Pending final review by your office and M/WBE, if applicable, the recommendation of award is as follows:

1	Track Shack of Orlando, Orlando, FL	\$40,000.00

Once submittals have been fully evaluated by you and the Office of MWBE, please sign below to acknowledge your concurrence of this recommendation of award and return by **Friday, May 2, 2014**. In addition, forward a Fiscal Impact Statement\* (in Word format) to the assigned Purchasing Agent.

Procurement will then prepare the Council Agenda for award approval and the timely development of the Contract(s).

\*A Fiscal Impact Statement must be provided to the assigned Purchasing Agent cite funding source; original approval date and contract amount; Documentary Number, applicable recurring costs (e.g., operating & maintenance); allocation of any generated revenues; etc.

*[Signature]* Deputy Chief 3-1-14 Date  
 Authorized Signature Title  
 Fire Department  
 Department