



MEMORANDUM

DATE: October 12, 2018

TO: Alvin Gilreath

FROM: Cindy Jordan, Purchasing Agent III
Procurement and Contracts Division

SUBJECT: Bid Submittals and Award Recommendation

BID NUMBER/TITLE: IFB19-0011, Purchase of Trees


The bids for the subject solicitation were opened on October 11, 2018. 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 MWBE, if applicable, the recommendation of award is as follows:

| Line Item(s) | Recommended Award | Amount: |
|---------------------------------|-------------------|--------------|
| 1, 3-10, 12-14, 17-20, 22-26 | Cherrylake, Inc. | \$279,740.00 |
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Please sign below to acknowledge your concurrence of this recommendation of award and return to me. In addition, forward a Fiscal Impact Statement* (in Word format).

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.

Alvin Gilreath  Horticulture Program Manager 10/24/18

Authorized Signature Title Date

FPR-Parks Division

Department

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