



**City of Homestead**  
**Procurement & Contract Services Division**  
**AWARD RECOMMENDATION / INTENT TO AWARD**

To:

From: Procurement Specialist:

Date:

RFP/ITB #:  Item/Service:

Attached are apparent low bid(s) and a tabulation for subject items/services requisitioned by your department. Please complete the applicable portions of this form in order that proper presentation and recommendations may be made. Please return this form to the Procurement Specialist as soon as possible.

**1. PROCUREMENT COMMENTS:**

In accordance with Section 3.2 Addenda the following vendors were deemed non-responsive for failure to include signed formal Addenda in its Bid, these vendors are as follows: *Pool Management, Inc., USA Pools of Florida and Work at Home Vintage Experts LLC.* RPL International was deemed non-responsive in accordance with Section 3.1 of the bid document, vendor failed to submit a completed bid form. Additionally, in the best interest of the City and in accordance to Section 1.8 (c) Award of Contracts, Groups III and IV, the City has decided to reject all bids.

**2. RECOMMENDATION:**

A. Which bids do you recommend?

B. Does this meet specifications as per your request and as advertised? YES  NO

If No, is the variance considered: MINOR  or MAJOR

Explain:

C. Is the recommendation the lowest bid received? YES  NO

D. List the bids that are low but which you believe DO NOT meet specifications and list reasons why each does not meet specifications; please attach a memorandum of explanation to this form if necessary.

(attach an additional sheet if further comment or explanation is required)

PRINT NAME <input type="text" value="VIVIAN MANACH"/>	SIGNATURE <input type="text" value="Malia Rivera"/>
<small>Department Director or designee</small>	<small>Procurement Manager</small>
SIGNATURE <input type="text" value="Malia Rivera"/>	DATE <input type="text" value="12/9/2020"/>
DATE <input type="text" value="12/9/2020"/>	
PRINT NAME <input type="text" value="Pedro Reynaldos"/>	SIGNATURE <input type="text"/>
<small>Department Director or designee</small>	<small>Risk Manager</small>
SIGNATURE <input type="text"/>	DATE <input type="text"/>
DATE <input type="text" value="12/9/20"/>	

**3. PROCUREMENT ACTION/RECOMMENDATION(S):**

The Procurement & Contract Services Division recommends award as follows in accordance with the bid tabulation on as-needed basis:

**Group I - Category A -Professional – Office/Clerical, administrative support and light industrial:**  
 4 Best Business Corp., Best Candidates LLC dba Creative Staffing, and 22nd Century Technologies, Inc.

**Group II - Category B -Skilled Trades – Skilled workers with typical hand tools, laborers, mechanics, maintenance and repair specialist:**  
 4 Best Business Corp, Best Candidates LLC dba Creative Staffing and 22nd Century Technologies, Inc.

THIS FORM MUST BE COMPLETED AND RETURNED TO THE PROCUREMENT & CONTRACT SERVICES DIVISION FOR ALL AWARD RECOMMENDATIONS OF \$35,000.00 AND ABOVE.  
 FOR AWARD RECOMMENDATIONS REQUIRING COUNCIL APPROVAL, SUBMIT THIS FORM NO LATER THAN THREE (3) WEEKS PRIOR TO THE PUBLISHED COMMISSION AGENDA ITEM DEADLINES FOR PURCHASING ITEMS.