SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to Mister Paper, Inc., d/b/a Mister Paper Business Products and ratifying the assignment date back to January 2, 2017, due to merging with the current contracted vendor Total Office Products, for the assumption of continued services under the current terms and conditions. Period of service to remain unchanged through September 30, 2017 and the total award expenditure to remain at $800,000.00.

Funding Source: Various Agencies – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letter, Vendor W-9, Previous Awards

ANALYST: _____
CHELSEY FLEMING

RESPECTFULLY SUBMITTED _____ For
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Procurement Division
Ed Ball Building
214 N. Hogan Street, Suite 800
Jacksonville, Florida 32202

ONE CITY. ONE JACKSONVILLE.

TO: Gregory Pease, Chief, Procurement Division

FROM: Dustin Freeman, Manager of Purchasing Services

DATE: May 8, 2017

SUBJECT: SC-0567-13 Furniture: Systems, Office, Metal and Wood

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Procurement Division is requesting approval for the reassignment of the current contracted vendor, Total Office Products, to Mister Paper, d/b/a Mister Paper Business Products, due to acquisition and ratifying the assignment date back to January 2, 2017. Mister Paper Business Products has agreed to the assumption of the contract under the same pricing and terms and conditions. The period of service will remain unchanged through September 30, 2017 with no additional funding requested. The total award expenditure will remain at $800,000.00.

Thank you for your assistance in this matter.

/clf

Fleming, Chelsey

From: Brenda Wynn <brenda@misterpaper.com>
Sent: Monday, May 08, 2017 8:54 AM
To: Fleming, Chelsey; kent@misterpaper.com
Subject: RE: SC-0567-13 Furniture: Systems, Office, Metal & Wood - Total Office Products Reassignment

Hi Chelsey,
Yes, I am confirming that Mister Paper Business Products will assume continued services under all terms and conditions for the bid below.
Much appreciated!
Brenda Wynn

From: Fleming, Chelsey [mailto:CFleming@coj.net]
Sent: Monday, May 08, 2017 8:47 AM
To: brenda@misterpaper.com; kent@misterpaper.com
Subject: SC-0567-13 Furniture: Systems, Office, Metal & Wood - Total Office Products Reassignment

Good morning,

It has been brought to my attention that Mister Paper acquired Total Office Products. On the Furniture: Systems, Office, Metal and Wood bid, SC-0567-13, can you confirm that Mister Paper, Inc., dba Mister Paper Business Products, will assume continued services under the current pricing and terms and conditions? If you have any questions, please let me know.

Thank you,
Chelsey Fleming
Purchasing Analyst
Procurement Division
City of Jacksonville
cfleming@coj.net
Direct 904.255.8826

CITY OF JACKSONVILLE

Krieger, Mark

From: Brenda Wynn <brenda@misterpaper.com>
Sent: Friday, February 24, 2017 2:54 PM
To: Krieger, Mark
Subject: W-9 2017 and AR Ledger
Attachments: W9 2017.pdf; ARUnpaidInvoicesandCharges.PDF

City of Jacksonville,

ATTN: Mark

First of all, we are very excited to announce that the Total Office Products and Mister Paper Business Products merger has finally been completed! We would like to personally thank you for your continued patience and support as we worked through some logistical challenges. Now that our business operations with Mister Paper Business Products are established and back on track, we are offering **NEXT DAY DELIVERY** and **very competitive pricing!**

If you would like to have your account set up online for web ordering, please contact either your sales rep Kent Dumont or Kris Doehne at the numbers listed below or Debbie in the office. Or just email me back and I will be happy to take of that for you.

Attached is a copy of your current ledger and a W-9 with our new remit to address.
If you need additional copies of your invoices/credits please let me know.

If you need a catalog please let us know and we will be happy to get that out to you.

Again, thank you for your patience thru this transition and I look forward to assisting you with all your office supply needs.

Thank you-
Brenda Wynn
Brenda@misterpaper.com
1-888-377-2737 (Toll Free)

Thank you,

Kent ***Debbie***
Kris

Kent Dumont Sohm
President, Jacksonville Division Manager
kent@misterpaper.com

Kris Doehne
Sales Representative
Kris@misterpaper.com

Debbie
Office
debbie@misterpaper.com

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Mister Paper Inc.

2 Business name/disregarded entity name, if different from above
Mister Paper Business Products

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any)
Exemption from FATCA reporting code (if any)
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
PO Box 5518

Requester's name and address (optional)

6 City, state, and ZIP code
Gainesville, FL 32627

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
☐☐☐ – ☐☐ – ☐☐☐☐

or

Employer identification number
5 9 – 3 3 5 6 4 1 2

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here Signature of U.S. person ▶ Shane Noad Date ▶ 01/02/17

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third and final renewal option with various furniture vendors, per attached memo, with the exception of Integrated Facility Systems, who opted not to renew. Period of service is from October 1, 2016 through September 30, 2017. Total revised estimated annual expenditure in the amount of $200,000.00, for a not to exceed expenditure in the amount of $800,000.00.

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2016. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

Funding Source: Various Agencies – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letters, Previous Awards

ANALYST: CHELSEY RENFROE **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 9-1-16

OTHER:

ACTION OF AWARDING AUTHORITY DATE 9/01/16

APPROVED ✓ DISAPPROVED

OTHER

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SIGNATURE OF AUTHENTICATION

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of three (3) renewal options with various furniture vendors. Period of service is from October 1, 2015 through September 30, 2016. Total revised estimated annual expenditure in the amount of $200,000.00, for a not to exceed expenditure in the amount of $600,000.00.

Funding Source: Various Agencies – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letters, Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2015. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

BUYER: ANNETTE BURNEY **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 08/27/15

Catherine Shemo ____ OTHER: ____

____ ____

James R. McCaul ____

ACTION OF AWARDING AUTHORITY DATE 8/27/15

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Sam E. Mouss
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE YEAR FROM DATE OF AWARD WITH THREE ONE-YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to change the vendor name from Advantage Office Products to Office Zilla, LLC for the assumption of the current contract with no change to the current furniture discounts or product offerings. Total estimated annual expenditure in the amount of $200,000.00, and the not to exceed expenditure in the amount of $400,000.00 will remain unchanged.

Attachments: Recommendation Memo, Vendor Letters, Previous Awards

BUYER: _____
ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 07/23/15

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 7/23/15

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE YEAR FROM DATE OF AWARD WITH THREE ONE-YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of three (3) renewal options with various furniture vendors. Period of service is from October 1, 2014 through September 30, 2015. Total revised estimated annual expenditure in the amount of $200,000.00, for a not to exceed expenditure in the amount of $400,000.00.

Funding Source: Various Agencies – To be encumbered by purchase orders

Attachments: Recommendation Memo, Vendor Letters, Previous Awards

This award is subject to appropriation by the City in the fiscal year beginning October 1, 2014. No funds have been appropriated to date. The City has no obligation for payment and work hereunder is not authorized unless funds are appropriated for the work herein. A written notification will be provided in the event that funds are appropriated.

BUYER: _____
ANNETTE BURNEY

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Gregory Pease, Chief, Procurement Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 10/02/14

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 10/3/14

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____
Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
RECOMMEND APPROVAL TO RESCIND THE PREVIOUS AWARD REJECTION FOR THE MANUFACTURER STEELCASE & COALESSE/STEELCASE UNDER PERDUE PER THE ATTACHED EXPLANATION FROM THE VENDOR. STEELCASE SHALL BE DEEMED A VIABLE SOURCE OF FURNITURE FOR THE CITY OF JACKSONVILLE. COALESSE WILL BE LISTED AS A LINE OR SERIES OF FURNITURE UNDER THE MANUFACTURER, STEELCASE. TOTAL ESTIMATED EXPENDITURE REMAINS UNCHANGED IN THE AMOUNT OF $200,000.00.

FUNDING SOURCE: VARIOUS AGENCIES VIA PURCHASE ORDERS

ATTACHMENTS: NOTICE OF RESCISSION, VENDOR EMAIL, PREVIOUS AWARD

BUYER: _____ **RESPECTFULLY SUBMITTED** _____
ANNETTE BURNEY GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: GREGORY PEASE, CHIEF, PROCUREMENT DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 11/14/13

_____ OTHER: _____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 11/14/13

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No: 2013-04

SUBJECT: FURNITURE: SYSTEMS, OFFICE, METAL AND WOOD

BID #: SC-0567-13 **OPEN DATE:** 08/28/2013

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT - ONE YEAR FROM DATE OF AWARD WITH THREE ONE-YEAR RENEWAL OPTIONS

AGENCY: PROCUREMENT

BASIS OF AWARD: BY MANUFACTURER BASED ON THE HIGHEST DISCOUNT PERCENTAGE

NUMBER OF BIDS INVITED: (25) **NUMBER RECEIVED:** (11) **OTHER** (2)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
RECOMMEND APPROVAL TO REJECT THE REFERENCED VENDORS OR MANUFACTURERS AS OUTLINED IN THE ATTACHED REJECTION LETTERS: HUMANSCALE UNDER OE&S; MAYLINE UNDER BUDGET OFFICE INTERIORS; NATIONAL OFFICE FURNITURE; STEELCASE & COALESSE/STEELCASE UNDER PERDUE; WORKSCAPES; WEBCOAT UNDER ERNIE MORRIS.

RECOMMEND APPROVAL OF AWARD TO MULTIPLE BIDDERS BASED ON THE HIGHEST PERCENTAGE DISCOUNT OFFERED FOR THE PURCHASE OF OFFICE FURNITURE TO INCLUDE SYSTEMS, METAL AND WOOD PER THE ATTACHED TABLUATION AND MANUFACTURER PRODUCT DISCOUNT LIST FOR THE PERIOD FROM DATE OF AWARD THROUGH SEPTEMBER 30, 2014. TOTAL ESTIMATED EXPENDITURE IN THE AMOUNT OF $200,000.00.

RECOMMEND APPROVAL OF TIE BID TO BE BROKEN BY DRAWING LOTS BY THE GGAC AS FOLLOWS:
SEATING
ALLSEATING ✓ **OE & S** ____ **BUDGET OFFICE INTERIORS**

FUNDING SOURCE: VARIOUS AGENCIES VIA PURCHASE ORDERS

ATTACHMENTS: RECOMMENDATION MEMO, VENDOR REJECTION LETTERS, SPECIFICATIONS & TABULATION

BUYER: ANNETTE BURNEY **RESPECTFULLY SUBMITTED** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: GREGORY PEASE, CHIEF, PROCUREMENT DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE
MEMBERS APPROVING 3 MEMBERS DISAPPROVING ____ DATE: 10/31/13

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE 11/1/13

APPROVED ✓ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION ____

Karen Bowling
Chief Administrative Officer
For: Mayor Alvin Brown
Under Authority of:
Executive Order No. 2013-04