



## **MEMORANDUM**

**TO:** Mayor Gary Glickstein, Vice Mayor Al Jacquet, Deputy Vice Mayor Jordana Jarjura, Commissioner Mitch Katz, Commissioner Shelly Petrolia, City Manager Donald Cooper, Assistant City Manager Francine Ramaglia, Assistant City Manager David Scott, Senior Management Staff

**FROM:** Theresa Webb, Chief Purchasing Officer

**DATE:** August 22, 2016

**SUBJ:** Cone of Silence Notice

Responses were received on August 22, 2016 for Fire Station Bay Door Replacement, Invitation to Bid 2016-135 from the following companies:

1. HATCHER CONSTRUCTION & DEVELOPMENT, INC.
2. DOOR SYSTEMS OF SOUTH FLORIDA
3. COAST TO COAST GARAGE DOORS

In accordance with City Ordinance, Section 36.13, a "cone of silence" has been imposed upon this Invitation to Bid beginning on August 22, 2016 and ending with award by the Commission. The cone of silence prohibits any communications regarding a specific ITB between:

(1) Any person or person's representative seeking an award from such competitive solicitation; and

(2) Any county commissioner or commissioner's staff, any member of a local governing body or the member's staff, a mayor or chief executive officer that is not a member of a local governing body or the mayor or chief executive officer's staff, or any employee authorized to act on behalf of the commission or local governing body to award a particular contract.