



City of Winter Garden

Notice of Recommendation to Award

Date: June 20, 2024

Re: **NOTICE OF RECOMMENDATION TO AWARD**
Construction Services for Winter Garden Cemetery Expansion RFP24-002

On June 18, 2024, the City received two (2) responses to the Request for Proposals for Construction Services for the Winter Garden Cemetery Expansion. Based upon a review of the proposals, including related experience and verification of the unit pricing, the determination was made that Cathcart Construction Company submitted the most responsive, responsible proposal and, as such, will receive a recommendation by staff for contract award.

Staff will present their recommendation of award to the City of Winter Garden City Commission at their June 27, 2024, meeting to be held at 6:30 pm in Commission Chambers at City Hall located at 300 West Plant Street, Winter Garden, FL 34787. Public comment shall be taken at this time.

Any actual or prospective proposer who is allegedly aggrieved in connection with the pending award of a contract may file a protest with the City Manager in accordance with the Winter Garden Purchasing Manual, Resolution #09-13, no later than 5:00 pm on the fifth business day after the posting of this notice of award recommendation. Failure to submit a written protest meeting the requirements of the Winter Garden Purchasing Manual by this deadline shall constitute a waiver and invalidation of any protest to the applicable solicitation, bid, or award. Any written protest shall be directed and delivered to:

City of Winter Garden
Attn: Jon C. Williams, City Manager
300 West Plant Street
Winter Garden, FL 34787

A copy of such written protest shall also be delivered to Steve Pash, Assistant City Manager – Public Services, 300 West Plant Street, Winter Garden, FL 34787.