



INTEROFFICE MEMORANDUM

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TO: Stacey M. Ziegler  
Purchasing Director

DATE: 3/23/2020 FILE: CD20-0151

SUBJECT: Award Recommendation – Executive  
Title Services of Florida, Inc. (CDBG-  
DR)

FROM: Marcy Esbjerg   
Community Development Director

REFERENCES: IFB-SN-20-017

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The Community Development Department has reviewed BID No. IFB-SN-20-017. We recommend awarding the contract to the lowest responsible bidder, Executive Title Services of Florida, Inc. for the specified services, providing that the title company agrees to abide by the Specifications and all terms and conditions of the original quote.

Funding in the amount of \$17,500.00 is available in Account No. 2132 5104 533100 G0496, Community Development Block Grant Disaster Related Funds.

Please call my office if you have any questions or concerns at 727-834-3447.

ME/hb

ec: Alex Suceveanu, Accountant II, Public Services