

**From:** Cheri Smith  
**Sent:** Wednesday, January 20, 2016 9:41 AM  
**To:** Angela Budde <abudde@cityofkeywest-fl.gov>  
**Subject:** FW: Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services

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**From:** Cheri Smith  
**Sent:** Friday, January 15, 2016 3:36 PM  
**To:** [lisaking@langtonconsulting.com](mailto:lisaking@langtonconsulting.com)  
**Cc:** Sue Harrison; Mark Finigan  
**Subject:** RE: Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services  
Dear Ms. King,

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The City is under the "Cone of Silence" until the RFP is awarded next Wednesday. The Code of Ordinances are on the City Web site [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov), on the home page click on Municipal Code on the right side.

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Sincerely,  
Cheri Smith, MMC, CPM  
City Clerk  
City of Key West

**From:** Sue Snider  
**Sent:** Friday, January 15, 2016 2:07 PM  
**To:** Cheri Smith <[csmith@cityofkeywest-fl.gov](mailto:csmith@cityofkeywest-fl.gov)>; Mark Finigan <[mfinigan@cityofkeywest-fl.gov](mailto:mfinigan@cityofkeywest-fl.gov)>  
**Subject:** FW: Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services  
FYI  
**From:** Lisa King [<mailto:lisaking@langtonconsulting.com>]  
**Sent:** Friday, January 15, 2016 11:34 AM  
**To:** Sue Snider <[ssnider@cityofkeywest-fl.gov](mailto:ssnider@cityofkeywest-fl.gov)>  
**Cc:** Heather Pullen <[hpullen@langtonconsulting.com](mailto:hpullen@langtonconsulting.com)>  
**Subject:** Re: Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services  
Sue - Thanks for your follow up. Is there anything in City ordinance that governs appeals on purchasing recommendations? Is it OK for me to call Mark and/or Cheri to follow up on my request? Thank you!  
Lisa King, GPC\*  
Senior Vice President  
Langton Associates  
4830 Atlantic Blvd.  
Jacksonville, FL 32207  
(904)598-1368 [lisaking@langtonconsulting.com](mailto:lisaking@langtonconsulting.com) \*Grant Professional Certified

On Jan 15, 2016, at 11:31 AM, Heather Pullen <[hpullen@langtonconsulting.com](mailto:hpullen@langtonconsulting.com)> wrote:

**From:** Sue Snider <[ssnider@cityofkeywest-fl.gov](mailto:ssnider@cityofkeywest-fl.gov)>  
**Subject: RE: Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services**  
**Date:** January 15, 2016 at 11:21:42 AM EST  
**To:** Heather Pullen <[hpullen@langtonconsulting.com](mailto:hpullen@langtonconsulting.com)>  
**Cc:** Mark Finigan <[mfinigan@cityofkeywest-fl.gov](mailto:mfinigan@cityofkeywest-fl.gov)>, Cheri Smith <[csmith@cityofkeywest-fl.gov](mailto:csmith@cityofkeywest-fl.gov)>

Good Morning Heather – you can download those documents from [www.demandstar.com](http://www.demandstar.com). Once the proposals/bids open they are no longer available on the CKW website. That project is, however, scheduled to be awarded January 20. You can locate that item on the meeting agenda (#10) – copies of the proposals are available there (go to [www.cityofkeywest-fl.gov](http://www.cityofkeywest-fl.gov) – agendas – City Commission January 20, 2016 meeting – item #10).

Also, I just received a voice mail from Lisa King concerning this proposal. I forwarded her message to Cheri Smith, City Clerk and Mark Finigan, Finance Director. Thanks and make it a great day! Sue

*Sue Snider  
Purchasing Agent  
City of Key West  
Key West, FL 33040  
305.809.3815-p*

**From:** Heather Pullen [<mailto:hpullen@langtonconsulting.com>]  
**Sent:** Friday, January 15, 2016 10:57 AM  
**To:** Sue Snider <[ssnider@cityofkeywest-fl.gov](mailto:ssnider@cityofkeywest-fl.gov)>  
**Cc:** Mike Langton <[mlangton@langtonconsulting.com](mailto:mlangton@langtonconsulting.com)>  
**Subject:** Request for Copies of Bid Proposals for RFP 16-003 Grant Writing Services

Good Morning Sue,

How would I go about requesting copies of the bid proposals that were received for RFP 16-003 Grant Writing Services that is currently under evaluation?

I don't really need hard copies of the proposals, an e-mail copy would be just fine for the purposes of review.

Thanks,

Heather Pullen, Senior Public Affairs Consultant  
Langton Associates, Inc.  
4830 Atlantic Boulevard  
Jacksonville, Florida 32207  
Phone: (904) 598-1368