



Interoffice Memorandum

November 15, 2018

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Convention Center
(407) 685-9867

SUBJECT: Award of Invitation for Bids Y19-150-AV, West Building Interior Landscape Management at the Orange County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-150-AV, West Building Interior Landscape Management at the Orange County Convention Center, to the low responsive and responsible bidder, Foliage Design Systems of Central Florida, Inc., in the estimated contract award amount of \$328,312.50 for a 3-year term. Further, request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

To provide interior landscaping services for the Convention Center.

FUNDING:

Funding is available in account 4430-035-0922-3810.

APPROVALS:

The Convention Center and Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The lowest responsive and responsible bidder, Foliage Design Systems of Central Florida, Inc., meets all of the requirements of this solicitation. Therefore, recommendation for award is made to Foliage Design Systems of Central Florida, Inc.

Bid Tabulation is as follows:

Foliage Design Systems of Central Florida, Inc.	\$328,312.50
Greenery Productions, Inc.	\$354,390.00
Quisqueya Landscaping Services, LLC	\$448,575.00




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

November 5, 2018

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-150-AV, West Building Interior Landscape Management at the OCCC**

The Business Development Division evaluated the **3 bids** submitted for this project and found that the **bidders are not** an Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson