



August 29, 2023

To: Mayor Jerry L. Demings
-AND-
County Commissioners

From: Carrie Mathes, CFCM, NIGP- CPP, CPPO, C.P.M. Manager II,
Procurement Division

Contact: Sara Flynn-Kramer, Manager II, Capital Projects Division
407-836-0048

Subject: Award of Invitation for Bids Y23-798-SH, Fleet Underground Fuel Tank
Replacement at Apopka, East Orange, and Ocoee Service Centers

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-798-SH, Fleet Underground Fuel Tank Replacement at Apopka, East Orange, and Ocoee Service Centers, to the low responsive and responsible bidder, Don Wood, Inc., in the total contract award amount of \$1,189,000.

In the event the bidder recommended above fails to achieve timely compliance with pre-award deliverables, as defined in the Invitation for Bids, including, but not limited to, State Division of Corporations registration, E-Verify, insurance and bonds, further request authorization for the Procurement Division to award to the next low responsive and responsible bidder as listed in the bid tabulation herein, to the extent practicable and advantageous to the County.

PROCUREMENT:

Work under this project consists of replacing three 15,000 gallon underground and above ground fuel tanks that will be uninsurable in 2025 at the Apopka, East Orange, and Ocoee Service Centers. The new tanks will be fitted with all new equipment, including, but not limited to, risers, sumps, submersible pumps, fills, vents, and monitoring sensors. The existing card reader systems will be removed and updated to the current county wide standard. New underground piping will be installed from the tanks to the dispensers. All disturbed pavement surfaces will be replaced to match pre-construction conditions. The project is located in Districts 2 and 4.

FUNDING:

Funding is available in account number 5530-043-2046-3810.

APPROVALS:

The Capital Projects Division and Business Development Division concur with this recommendation.

Award of Invitation for Bids Y23-798-SH, Fleet Underground Fuel Tank Replacement at Apopka, East Orange, and Ocoee Service Centers

Page 2

REMARKS:

Two bids were received in response to the Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted from Don Wood, Inc. is considered reasonable based on comparison to the engineer's estimate. References provided were satisfactory for this type of work and Don Wood, Inc. has been determined to be responsible. Therefore, award is recommended to Don Wood, Inc.

The bid tabulation is as follows:

BID RECEIVED:	Base Bid
Don Wood, Inc.	\$1,189,000
Prime Construction Group, Inc.	\$1,923,923



BUSINESS DEVELOPMENT DIVISION

August 17, 2023

TO: Sean Hynes, Contracting Agent
Procurement Division

FROM: Princess Clarke, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **Y23-798-SH / Fleet Underground Fuel Tank Replacement at Apopka, East Orange, and Ocoee Service Centers**

The Business Development Division evaluated two bids submitted for this project. The Business Development Division completed a M/WBE Availability Analysis. The scope of services for this project had M/WBE availability. As a result, the M/WBE goal was reduced from 25% to 22%. At the time of bid opening; at least 63 firms were certified to provide the scope of services at the subcontract level.

The apparent low bid, submitted by Orange County MBE firm Don Wood, Inc, is bidding as a Prime contractor. Therefore, Don Wood, Inc is required to self-perform no less than 51% of the contract per Sec. 17-321 per the M/WBE Ordinance. In the event this requirement is not achieved, other M/WBE's will have to be included to achieve the 22% M/WBE goal. Don Wood, Inc reported self-performing 74.52% with 0% subcontractor's participation. The apparent low bid met the Orange County M/WBE participation goal **per the Ordinance requirement**. Please note the following certified M/WBE participation:

MBE-HM	Don Wood, Inc	\$886,000.00
Total MWBE Participation		\$886,000.00 (74.52%)

Sheena Ferguson

Interoffice Memorandum

The second low bid, submitted by Prime Construction Group, Inc, reported 22.82% in M/WBE participation. The second low bid met the Orange County M/WBE participation goal **per the Ordinance requirement**. Please note the following certified M/WBE participation:

MBE-AFAM	HZ Construction	\$439,062.40
Total MWBE Participation		\$439,062.40 (22.82%)

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. Attached is a spreadsheet reconciling the bidders' compliance with the Invitation for Bid's M/WBE requirements, including the percentage breakdown for all bidders and a comparison of the relative bids versus participation percentages.

Also, I confirm my recommendation is free of conflicts of interest.

cc: Sheena Ferguson, Manager, Business Development Division

BID COMPARISON**Y23-798-SH / Fleet Underground Fuel Tank Replacement at Apopka, East Orange, and Ocoee Service Centers**

Rank	Bidder	Bid Amount	Prime MWBE \$'s in the Bid	Sub-contractor M/WBE \$'s in Bid	% Prime MWBE self- performing (Goal 51%)	% Sub- contractor M/WBE (Goal 22%)	Total MWBE %	GFE	EEO % M / W
Low Bid	Don Wood, Inc	\$1,189,000.00	\$886,000.00	\$0.00	74.52%	0.00%	74.52%	N/A	85 / 8 %
2nd Low	Prime Construction Group, Inc.	\$1,923,923.00	\$0.00	\$439,062.40	0.00%	22.82%	22.82%	N/A	69 / 9 %