



Interoffice Memorandum

October 4, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Orange County Convention Center
407-685-5854

SUBJECT: Award of Invitation for Bids Y19-1132-AV, Landscape Management-
Chemical Application at the Orange County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1132-AV, Landscape Management-Chemical Application at the Orange County Convention Center, to the low responsive and responsible bidder, Trugreen Limited Partnership, in the estimated contract award amount of \$261,648 for a 3-year term. Further, request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

This contract will provide comprehensive chemical application services for landscaping at the Orange County Convention Center.

FUNDING:

Funding will be available in account 4430-035-0922-3810.

APPROVALS:

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

REMARKS:

Four bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Trugreen Limited Partnership has the necessary manpower and equipment to perform this contract. Sustainability initiatives are achieved with landscaping chemical application by being compliant with the Orange County Fertilizer Management Ordinance, thereby creating healthy lawns for erosion control, water quality preservation, improved air quality, and temperature modification of the environment. Fertilizer use is monitored to ensure it is kept to a minimum to prevent pollution and runoff in local ponds.

Bid tabulation is as follows:

<u>Bidder</u>	<u>Estimated Bid Amount</u>
Trugreen Limited Partnership	\$ 261,648
Groundtek of Central Florida, LLC	\$ 285,480
50/50 Pamley Environmental Services, LLC	\$ 313,524
Helping Hand Lawn Care, Inc.	\$ 388,000




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

September 16, 2019

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-Y19-1132-AV, Landscape Management – Chemical Application at the Orange County Convention Center**

The Business Development Division evaluated the **four bids** submitted for this project. One of the bidders is an Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid opening at least three firms were certified at the prime level in the scope of service. The **one** Orange County Certified Minority/Women Business Enterprise firm **was not within 7%** of the low bid for bid awards greater than \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division



BID COMPARISON

Y19-1132-AV, Landscape Management - Chemical Application at the Orange County Convention Center

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Trugreen Limited Partnership	\$261,648				
2nd Low	Groundtek of Central Florida, LLC (HM)	\$285,480	\$23,832	9.11%		
3rd Low	50/50 Parmley Environmental Services, LLC	\$313,524	\$51,876	19.83%	\$28,044	9.82%
4th Low	Helping Hand Lawn Care, Inc.	\$388,000	\$126,352	48.29%	\$102,520	35.91%