



Interoffice Memorandum

July 13, 2020

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

FROM: Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Sheri Blanton, Forensic Program Administrator, Health Services
Department
407-836-9432

SUBJECT: Award of Invitation for Bids Y20-1044-MV, Medical Examiner's
Transportation Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-1044-MV, Medical Examiner's Transportation Services, to the sole responsive and responsible bidder, Joseph Soluski, Incorporated dba Central Florida First Call Service, Inc. in the estimated contract award amount of \$853,650 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

FUNDING:

Funding is available in account number 0001-062-2530-3197.

PROCUREMENT:

This contract will provide transportation services to transport decedent bodies from area hospitals, accidents, or crime scenes to the Medical Examiner's office.

APPROVALS:

The Health Services Department, Medical Examiner's Office, and Business Development Division concur with this recommendation.

DISCUSSION:

A single bid was received in response to Invitation for Bids Y20-1044-MV and was evaluated for responsiveness, responsibility, and price. The bidder, Joseph Soluski, Incorporated dba Central Florida First Call Service, Inc., currently provides the medical examiner transportation services under the existing contract for this requirement and has performed satisfactorily. Pricing is considered reasonable based on comparison to current contracted prices.

Award of Invitation for Bids Y20-1044-MV, Medical Examiner's Transportation Services

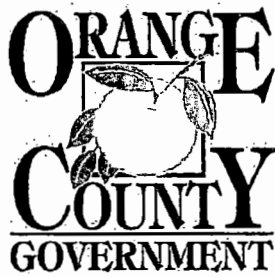
To ensure an open and competitive bid process, the Invitation for Bids (IFB) was posted on the Orange County website. A query from staff to the only other known sources that declined to participate in this IFB resulted in the following findings:

1. Nelson's Elite Care indicated that they needed additional time to prepare to service the contract by purchasing vehicles and upgrading equipment.
2. Baldwin-Fairchild Funeral Homes indicated signage on doors of vehicles rendered them ineligible.
3. CprAnyTime did not have the required five years' experience.

Award is recommended to Joseph Soluski, Incorporated dba Central Florida First Call Service, Inc.

The bid tabulation is as follows.

<u>Bidder</u>	<u>Estimated Annual Bid</u>	<u>Total Estimated Three Year Bid</u>
Joseph Soluski, Incorporated dba Central Florida First Call Service, Inc.	\$284,550	\$853,650



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

June 25, 2020

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y20-1044-MV, Medical Examiner's Transportation Services

The Business Development Division evaluated the one bid submitted for this project. The bidder is not an Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid openings there was at least one firm certified at the prime level for the scope of service. 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