



## Interoffice Memorandum

October 21, 2019

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

**FROM:** Carrie Mathes, Manager, Procurement Division

**CONTACT:** Matt Suedmeyer, Manager, Parks and Recreation Division  
(407) 836-6202

**SUBJECT:** Approval of Amendment No. 1, Contract Y19-1129-AH,  
Transportation Services

### ACTION REQUESTED:

Approval of Amendment No. 1, Contract Y19-1129-AH, Transportation Services, with Orange County Public Schools, in the amount of \$110,000, for a revised estimated contract award amount of \$710,000.

### PROCUREMENT:

This contract provides school buses in support of transportation needs for countywide programs. Orange County Public Schools buses are frequently used for Parks and Recreation Division youth field trips. This year, East Orange District Park was added to the program, which in turn leads to adjustments having to be made with the field trip buses. An additional two busses have been added to each site in an effort to accommodate the participants and the counselors during these trips.

### FUNDING:

Funding is available in account numbers 1050-068-1807-3167, 1050-068-1809-3167, 1050-068-1822-3167, 1050-068-1826-3167, 1050-068-1853-3167, 1050-068-1867-3167, 1050-068-1868-3167, 1050-068-1870-3167, 1050-068-1875-3167, 1050-068-1878-3167, 1050-068-1882-3167, and 1050-068-1883-3167.

### APPROVALS:

The Parks and Recreation Division concurs with this recommendation.

### REMARKS:

In accordance with the Code of Ordinances, Part I, Chapter 17, Article III, Section 17-286 – Application and exclusions, agreements between the Board and other governmental entities are excluded from competitive procurement requirements.

On June 18, 2019, the Board approved award of Contract Y19-1129-AH to Orange County Public Schools in the amount of \$600,000 for a 1-year term. The price for this service is considered reasonable based on past pricing. There has been no change to the unit prices in the contract; however, an increase is required to accommodate for additional trips.