



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

September 23, 2024

TO: Ana Villalona, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: Y24-1090-AV, West Orange Trail Landscaping

The Business Development Division evaluated the **five bids** submitted for this project and found that this contract may be awarded to **D3 Enviroscape LLC.**, a Certified Minority Business Enterprise firm. At the time of bid opening at least four firms were certified at the prime level in the scope of service. The Orange County Certified Minority Business Enterprise firm is the lowest bidder. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

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

Sheena Ferguson 9.30.2024