



## Interoffice Memorandum

March 4, 2024

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

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

CONTACT: Kyle Kent, Assistant Manager, Parks and Recreation Division  
407-836-6209

SUBJECT: Award of Invitation for Bids Y24-117-MV, Tree Trimming and Related Services for Parks and Recreation Division

### ACTION REQUESTED:

Approval to award Invitation for Bids Y24-117-MV, Tree Trimming and Related Services for Parks and Recreation Division, to the three low responsive and responsible bidders, Seay Tree Service, Inc., in the estimated contract award amount of \$540,375 for a one-year term, J & J's Lawn and Tree Service, Inc., in the estimated contract award amount of \$541,035 for a one-year term, and National Storm Recovery, LLC. dba Central Florida Arborcare, in the estimated contract award amount of \$620,570 for a one-year term. Further request Board authorization for the Procurement Division to renew the contracts for four additional one-year terms.

### PROCUREMENT:

The contracts providing tree trimming and the removal of dead or diseased trees is necessary to alleviate dangerous situations in County parks. Additionally, tree canopies need to be elevated and overgrown areas must be cleared to allow for safer recreational activities.

### FUNDING:

Delivery orders will be issued from account number 1050-068-1805-3197.

### APPROVALS:

The Parks and Recreation Division and Business Development Division concur with this recommendation.

### REMARKS:

Twelve bids were received in response to the Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The bids submitted by Aero GroundTek, LLC and A Sun State Trees, Inc. were deemed non-responsive for failing to submit a complete bid package. Seay Tree Service, Inc., J & J's Lawn and Tree Service, Inc., and National Storm Recovery LLC dba Central Florida Arborcare have the necessary manpower and equipment to perform this contract. Additionally, their bids are considered reasonable based on the historic prices and current contracted rates. All recommended bidder's references were verified and demonstrated satisfactory performance. Therefore, award is recommended to Seay Tree Service,

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Inc., J & J's Lawn and Tree Service, Inc., and National Storm Recovery LLC dba Central Florida Arborcare.

The bid tabulation is as follows:

<b><u>BIDDER</u></b>	<b><u>TOTAL ESTIMATED BID</u></b>
SEAY TREE SERVICE, INC.	\$540,375.00
J & J'S LAWN AND TREE SERVICE, INC.	\$541,035.00
NATIONAL STORM RECOVERY, LLC	\$620,570.00
THE DAVEY TREE EXPERT COMPANY	\$774,336.15
T & K ENTERPRISES OF VOLUSIA COUNTY, INC.	\$1,109,485.00
FULLER'S LAWN CARE & PRESSURE WASHING, INC.	\$1,176,075.00
ENVIRO TREE SERVICE	\$1,786,450.00
TIP TOP TREE EXPERTS, LLC	\$2,184,460.00
LOOKS GREAT SERVICES OF MS, INC.	\$2,362,200.00
EVERGREEN TREE SERVICE	\$3,596,375.00
A SUN STATE TREES, INC.	Non-Responsive
AERO GROUNDTEK, LLC	Non-Responsive



**BUSINESS DEVELOPMENT DIVISION**

January 10, 2024

TO: Melisa Vergara, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y24-117-MV, Tree Trimming and Related Services for  
Parks and Recreation Division**

The Business Development Division evaluated the **10 bids** submitted for this project. **None of the bidders are** an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening at least two firms were certified at the prime level in the scope of service. 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.

c: Sheena Ferguson, Manager, Business Development Division

*Sheena Ferguson 1.31.2024*