



Interoffice Memorandum

January 13, 2022

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

A handwritten signature in black ink, appearing to read "C. Mathes".

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

CONTACT: Raymond L.A. Williams, P.E., Manager, Public Works Engineering Division
407-836-7909

SUBJECT: Award of Invitation for Bids Y22-102-MV, Median Tree Program

ACTION REQUESTED:

Approval to award Invitation for Bids Y22-102-MV, Median Tree Program, to the sole responsive and responsible bidder, James F. McCann, Inc., in the estimated contract award amount of \$2,988,620 for a three-year term.

PROCUREMENT:

The median tree program provides all manpower, equipment, and materials for the removal of existing sod, trees, and shrubs on roadway medians as designed by the County. This includes maintenance of newly installed landscape for a period of two years.

FUNDING:

Funding is available in account number 1002-072-5143-3816.

APPROVALS:

The Traffic Engineering Division and the Business Development Division concur with this recommendation.

REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted by James F. McCann, Inc. was determined to be fair and reasonable by staff when compared to past contracts for like services.

Award of Invitation for Bids Y22-102-MV, Median Tree Program
Page 2

To ensure an open and competitive bid process, the Invitation for Bids was posted on the Orange County website and e-procurement portal. A query from staff to potential sources that declined to compete on this project resulted in the following findings:

- Aero GroundTek, LLC.: Declined to bid due to the lack of a guaranteed amount of contract value or specified work load requested. Additionally, there was no concise amount for a specific work area meaning mobilizing for a minimal quantity on a set cost per tree. This makes it difficult to price as quantity affects costs.
- Drummond's Tree Service: Did not provide a response to the inquiry.
- La Fleur Nurseries and Garden Center, LLC.: Did not provide a response to the inquiry.
- Greenleaf Landscape and Maintenance, Inc.: Did not provide a response to the inquiry.
- James Burger: Advised they missed deadline to submit a bid.

Bid Tabulation is as follows:

<u>Bidder</u>	<u>Table 1</u>	<u>Table 2</u>	<u>Total Estimated Bid</u>
James F. McCann, Inc.	\$1,895,300	\$1,093,320	\$2,988,620

Table 1: Purchase and installation of trees, palms, and sod

Table 2: 24 months of maintenance



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

January 10, 2022

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y22-102-MV, Median Tree Program**

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 were at least three firms 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