



Interoffice Memorandum

October 7, 2022

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

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

CONTACT: Humberto Castillero, P.E, PTOE, Manager, Traffic Engineering Division
(407) 836-7803

SUBJECT: Award of Invitation for Bids Y22-1017-MM, Aluminum Sign Blanks

ACTION REQUESTED:

Approval to award Invitation for Bids Y22-1017-MM, Aluminum Sign Blanks, to the low responsive and responsible bidder, Lightle Enterprises of Ohio, LLC in the estimated contract award amount of \$505,296, for a one-year term. Further request authorization for the Procurement Division to renew the contract for four additional one-year terms.

PROCUREMENT:

The purpose of this procurement is to establish a contract to procure sign blanks on an as-needed basis to meet operational needs.

FUNDING:

Funding is available in account number 1002-072-2712-4160.

APPROVALS:

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

REMARKS:

Four bids were received in response to this Invitation for Bids and were evaluated for price reasonableness, responsiveness, and responsibility. The bid from Lightle Enterprises of Ohio, LLC is considered responsible, as the reference checks confirmed satisfactory performance. Therefore, award is recommended to Lightle Enterprises of Ohio, LLC.

Vulcan, Inc. was deemed non-responsible, as they did not submit the required references. Trading Spaces and Zyan Staffing Services, LLC were deemed non-responsive because they failed to submit the required bid packet documents.

Bid tabulation is as follows:

<u>Bidder</u>	<u>Total Estimated Bid Amount</u>
Lightle Enterprises of Ohio, LLC	\$505,296
Vulcan, Inc., DBA Vulcan Sign	Non-Responsible
Trading Spaces	Non-Responsive
Zyan Staffing Services, LLC	Non-Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

September 9, 2022

TO: Megan Miller, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation (re-submitted)

PROJECT: **IFB #Y22-1017-MM, Aluminum Sign Blanks**

The Business Development Division evaluated **one bid** submitted for this project. **The bidder is not an** Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening, there was no M/WBE availability. Hence, 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