



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

October 1, 2024

TO: Jenna Allen, Contracting Agent  
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT:** Y24-1113-JA - Temporary Labor Services - Utilities  
Maintenance Technician

The Business Development Division evaluated the 14 bids submitted for this project. Three of the bidders are an Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. None of the M/WBE firms were within the 5% sliding scale percentage of the low bidder for bids between \$750,000.01 and \$2,000,000.00. 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 10.4.2024*