



Interoffice Memorandum

July 17, 2019

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Michael Baker, Project Manager, Roads and Drainage Division
407-836-7853

SUBJECT: Award of Invitation for Bids Y19-1094-TJ, Supply Delivery of Sod for Public Works

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1094-TJ, Supply Delivery of Sod for Public Works, to the sole responsive and responsible bidder, JHL Landscape Supply, LLC, in the estimated contract award amount of \$2,132,250 for a 3-year term. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

This contract will provide pallets of sod, delivered throughout the County as needed.

FUNDING:

Funding is available in account 1002 072 2906 4160.

APPROVALS:

The Roads and Drainage Division and Business Development Division concur with this recommendation.

REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for price, responsiveness, and responsibility. JHL Landscape Supply, LLC has a satisfactory record of performance and is considered responsible. Price reasonableness has been established based on comparison to the engineers estimate. Therefore, award is recommended to JHL Landscape Supply, LLC.

To ensure an open and competitive bid process, the Invitation for Bids was posted on the Orange County website. The due date was extended to allow for increased competition. A query from staff to potential bidders that declined to compete on this project resulted in the following:

- Paff Landscape – Did not respond to inquiry.
- Travis Resmondo, Inc. – Declined to bid.

Bid tabulation is as follows:


JHL Landscape Supply, LLC	\$2,132,250
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BUSINESS DEVELOPMENT DIVISION

June 14, 2019

TO: Todd Jackson, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-1094-TJ, Supply Delivery of Sod for Public Works – Roads and Drainage and Stormwater**

The Business Development Division evaluated the **1 bid** submitted for this project. The **bidder is not an** Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. The scope of services for the Supply Delivery of Sod for Public Works – Roads and Drainage and Stormwater had M/WBE availability. Two firms are certified. The bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

