



**Interoffice Memorandum**

January 29, 2021

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

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

CONTACT: Glenn Kramer, Manager, Fiscal and Operational Support Division, Utilities  
Department  
407-254-9882

SUBJECT: Award of Invitation for Bids Y20-1059-KB, Safety-Toed Footwear

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-1059-KB, Safety-Toed Footwear, to the lowest responsive and responsible bidder, Safety Shoe Distributors LLP, for an estimated contract amount of \$110,683.05, for a one-year term. Further request authorization for the Procurement Division to renew the contract for four additional one-year terms.

PROCUREMENT:

This contract will provide safety shoes for employees countywide.

FUNDING:

Delivery orders will be issued on an as-needed basis.

APPROVALS:

The Utilities Department and Business Development Division concur with this recommendation.

REMARKS:

Two bids were received and evaluated for price, responsiveness, and responsibility. The lowest responsive, responsible bidder, Safety Shoe Distributors LLP, has the necessary manpower and equipment to perform this contract. Global Trading, Inc. was deemed non-responsive for not submitting all documents required in the solicitation. Global Trading, Inc. filed a timely protest. A protest review was conducted by the Procurement Manager, and she rendered the decision to deny the protest. No timely appeal was filed. Safety Shoe Distributors, LLP is the contractor currently performing this service, and the price for these services is considered reasonable and consistent with the previous cost for this service. Reference checks were conducted with favorable responses. Therefore, award is recommended to Safety Shoe Distributors LLP.

The bid tabulation is as follows:

Bidder	Total Est. Annual Bid
Safety Shoe Distributors LLP	\$110,683.05
Global Trading, Inc.	Non-Responsive




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

December 8, 2020

TO: Kathy Bozeman, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y20-1059-KB, Safety Toed Footwear

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) 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