



January 4, 2023

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

From: 

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

Contact: Sara Flynn-Kramer, Manager II, Capital Projects Division  
407-836-0048

Subject: Award of Invitation for Bids Y23-727-SH, Fire Rescue Headquarters Fuel Storage  
Systems Replacement

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-727-SH, Fire Rescue Headquarters Fuel Storage Systems Replacement, to the low responsive and responsible bidder, Prime Construction Group, Inc., in the total contract award amount of \$722,110.

PROCUREMENT:

Work under this contract includes removing or abandoning existing fuel tanks and replacing with a new underground diesel tank and an above ground unleaded tank at Fire Rescue Headquarters. The project is located in District 5.

FUNDING:

Funding is available in account number 1023-034-0772-3810.

APPROVALS:

The Capital Projects and Business Development Divisions concur with this recommendation.

REMARKS:

Two bids were received in response to this Invitation for Bids (IFB) and were evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted by Don Wood, Inc. was deemed non-responsive by the Procurement Division based on the analysis provided by the Business Development Division, which identified that the M/WBE participation goal was not achieved, and sufficient good faith effort documentation was not provided. Prime Construction Group, Inc. has a satisfactory record of performance for this type of work and has been determined to be responsible. Therefore, award is recommended to Prime Construction Group, Inc.

Award of Invitation for Bids Y23-727-SH, Fire Rescue Headquarters Fuel Storage  
Page 2

Bid tabulation is as follows:

| <u>Bidder:</u>                 | <u>Total Estimated Bid:</u> |
|--------------------------------|-----------------------------|
| Prime Construction Group, Inc. | \$722,110                   |
| Don Wood, Inc.                 | Non-responsive              |



**BUSINESS DEVELOPMENT DIVISION**

December 19, 2022

TO: Sean Hynes, Contracting Agent  
Procurement Division

FROM: Princess Clarke, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division M/WBE Bid Evaluation

**PROJECT: Y23-727-SH / Fire Rescue Headquarters Fuel Storage Systems Replacement**

The Business Development Division evaluated two bids submitted for this project. The Business Development Division completed an M/WBE Availability Analysis. The scope of services for this project had limited Minority/Women Business Enterprise availability. As a result, the M/WBE goal was reduced from 25% to 8%. At the time of bid opening, at least 47 M/WBE firms were certified to provide the scope of services at the subcontract level.

The apparent low bid, submitted by Don Wood, Inc., reported 0% in M/WBE participation and did not meet the Orange County M/WBE participation goal **per the Ordinance requirement**. No letters of intent were received from the low bidder for certified M/WBE subcontractors. **Good Faith Effort (GFE) was not submitted per the Ordinance if the M/WBE goal is not met.** Therefore, GFE was not achieved.

The apparent second low bid, submitted by Prime Construction Group, Inc., reported 8.00% in M/WBE participation and met the Orange County M/WBE participation goal **per the Ordinance requirement**. Please note the following certified M/WBE participation:

|                                 |                 |                         |
|---------------------------------|-----------------|-------------------------|
| MBE-AFAM                        | HZ Construction | \$57,800                |
| <b>Total MWBE Participation</b> |                 | <b>\$57,800 (8.00%)</b> |

In the event the lowest bidder is not the recommended bidder, then letters of intent must be obtained from the recommended bidder two business days after being contacted.

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. Attached is a spreadsheet reconciling the bidders' compliance with the Invitation for Bid's M/WBE requirements, including the percentage breakdown for all bidders and a comparison of the relative bids versus participation percentages.

Also, I confirm my recommendation is free of conflicts of interest.

cc: Sheena Ferguson, Manager, Business Development Division

**BID COMPARISON****Y23-727-SH / Fire Rescue Headquarters Fuel Storage Systems Replacement**

| <b>Rank</b> | <b>Bidder</b>                  | <b>Bid Amount</b> | <b>M/WBE<br/>\$'s in Bid</b> | <b>% M/WBE<br/>(Goal 8%)</b> | <b>GFE</b> | <b>EEO %<br/>M / W</b> |
|-------------|--------------------------------|-------------------|------------------------------|------------------------------|------------|------------------------|
| Low Bid     | Don Wood, Inc.                 | \$548,000.00      | \$0.00                       | 0.00%                        | No         | 0 / 0 %                |
| 2nd Low     | Prime Construction Group, Inc. | \$722,110.00      | \$57,800.00                  | 8.00%                        | N/A        | 41 / 11 %              |