



## Interoffice Memorandum

January 25, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Alicia Baxter, Program Manager, Parks and Recreation Division  
407-836-6205

SUBJECT: Award of Invitation for Bids Y18-138-MV, Prescribed Burning Mechanical Services

### ACTION REQUESTED:

Approval to award Invitation for Bids Y18-138-MV, Prescribed Burning Mechanical Services, to the sole responsive and responsible bidder, Green Environmental Services, LLC, in the estimated contract award amount of \$380,545 for a 1-year term. Further, request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

### PROCUREMENT:

To conduct prescribed burning, prescribed burning preparation, and mechanical services at Moss Park, Kelly Park, and Tibet-Butler Preserve.

### FUNDING:

Funding will be available in account 1050-068-1803-3176.

### APPROVALS:

The Parks and Recreation and Business Development Divisions concur with this recommendation.

### REMARKS:

Prescribed burning is the best and most cost-effective tool for managing large tracts of environmentally-sensitive lands. This technique improves habitat for wildlife, including state and federally listed species, by releasing and recycling nutrients back into the soil and allowing sunlight to reach the forest floor. The growth of new plants is promoted, in addition to an increase in production of seeds and fruit for forage. Open space for recreation and the movement of wildlife through formerly impassable areas is another benefit. Prescribed burning reduces the danger of devastating wildfires, especially in high-risk urban interface areas, where houses abut the boundaries of parks.

Y18-138-MV Prescribed Burning Mechanical Services

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility and price reasonableness. The sole bidder, Green Environmental Services, LLC, has the necessary manpower and equipment to perform this contract. A price analysis was completed based on past work history. Previous projects were repriced under the new schedule, pricing per acre instead of pricing per day, which demonstrated savings of more than \$4,000 per burn. The bid from Green Environmental Services, LLC. is considered fair and reasonable as it reflects a cost savings from current services.

Due to the difficulty and sensitivity of burning parcels in the urban interface that have not been managed by prescribed burning in recent history, there are limited sources of professionals able to perform these tasks.

To ensure that the bidder awarded this contract is knowledgeable, capable, and competent to perform these services, we are requiring a significant history of successful controlled burns in addition to urban interface training and experience. Completion of Florida Forest S-290, Intermediate Wildland Fire Behavior, training was preferred.

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

- Alshouse and Associates, LLC. – At the time was out of state working on a project and was unable to submit a timely bid.
- CHLOETA – Submitted a no bid statement due to current workload with other counties and state agencies.

Bid tabulation is as follows:

Green Environmental Services, LLC

\$380,545




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

November 8, 2017

TO: Melisa Vergara, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y18-138-MV, Prescribed Burning Mechanical Services – Parks and Recreation**

The Business Development Division evaluated the **1 bid** submitted for this project and found that the **bidder is not an** Orange County Certified Minority Women Business Enterprises. Hence, 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

