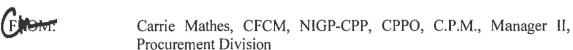


## Interoffice Memorandum

November 16, 2023

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



- CONTACT: Matt Suedmeyer, Manager II, Parks and Recreation Division 407-836-6202
- SUBJECT: Award of Invitation for Bids Y23-1065-TF, Prescribed Burning/Mechanical Services

# ACTION REQUESTED:

Approval to award Invitation for Bids Y23-1065-TF, Prescribed Burning/Mechanical Services, to the low responsive and responsible bidder, Green Environmental Management, LLC, in the estimated award amount of \$1,682,025 for a one-year term. Further request Board authorization for the Procurement Division to renew the contract for four additional one-year terms.

#### PURPOSE:

This contract will provide prescribed burning preparation and as-needed mechanical treatments to Orange County Parks and Recreation parcels to increase biological diversity and enhance the habitats for threatened species.

### FUNDING:

Funding is available in account number 1050-068-1803-3176.

### APPROVALS:

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

### REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for price reasonableness, responsiveness, and responsibility. Universal Contracting and Construction, Inc. was deemed non-responsible for failure to satisfy the minimum reference requirements. Bird Dog Fire and Land Management, Inc. was deemed non-responsible for failure to satisfy the reference requirements.

Award of Invitation for Bids Y23-1065-TF Prescribed Burning/Mechanical Services Page 2

Green Environmental Management LLC's price is reasonable, has a satisfactory record of performance, and is considered responsible. Therefore, the award is recommended to Green Environmental Management LLC.

The bid tabulation is as follows:

| Bidders                                      | Total Estimated Annual Bid |
|--|----------------------------|
| Green Environmental Management, LLC          | \$1,682,025                |
| Universal Contracting and Construction, Inc. | Non-Responsible            |
| Bird Dog Fire and Land Management, Inc.      | Non-Responsible            |

Interoffice Memorandum



#### **BUSINESS DEVELOPMENT DIVISION**

October 17, 2023

| TO: | Tiffany Fulse, Contracting Agent |
|-----|----------------------------------|
|     | Procurement Division             |

- FROM: Kesi Warren, Senior Contract Administrator Business Development Division
- SUBJECT: Business Development Division Bid Evaluation

# PROJECT: IFB #Y23-1065-TF, Prescribed Burning and Mechanical Services

The Business Development Division evaluated the **three bids** submitted for this project. **None** of the bidders are 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.

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

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson