



Interoffice Memorandum

November 16, 2023

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

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

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.

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



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