



Interoffice Memorandum

July 12, 2021

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

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

**CONTACT:** Rich Steiger, FMA, Manager, Facilities Management Division  
407-836-7475

**SUBJECT:** Award of Invitation for Bids Y21-159-KB, Sale of Scrap Metal Material

**ACTION REQUESTED:**

Approval to award Invitation for Bids Y21-159-KB, Sale of Scrap Metal Material, to the sole responsive and responsible bidder, Trademark Metals Recycling, LLC in the estimated revenue generating amount of \$2,040,369 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

**PROCUREMENT:**

The contract will provide collection, recycling, and sale of salvaged and recyclable metal materials and white goods Countywide. The Contractor will facilitate the acceptance and disposal of materials such as, but not limited to, empty freon cylinders, light and heavy iron (mixed), aluminum scrap, aluminum cans, radiators, brass, and copper scrap, white goods, appliances, and chain link fencing.

**FUNDING:**

This is revenue generating; funds are to be deposited to the individual department's accounting lines as sales are made.

**APPROVALS:**

The Facilities Management Division and Business Development Division concur with this recommendation.

**REMARKS:**

One bid was received in response to the Invitation for Bids. The bid was evaluated for price, responsiveness and responsibility.

The bid submitted by Trademark Metals Recycling, LLC is considered reasonable based on technical analysis by staff.

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 bid on this procurement resulted in the following:

- Clean All Products, Inc.: Does not provide the services listed in the solicitation.
- Advanced Water Engineering, Inc.: Does not provide the services listed in the solicitation.
- Clean Earth Systems: Does not provide the services listed in the solicitation.
- Southwest Engineering & Design, Inc.: Does not provide the services listed in the solicitation.
- Steel Smith Recycling: Does not provide the services listed in the solicitation in Orange County.
- Clad System: Does not provide the services listed in the solicitation.

The bid tabulation is provided below:

| <u>Bid Tabulation</u>           | <u>Estimated Annual<br/>County Gross<br/>Receipts Total</u> | <u>Three Year<br/>County Gross<br/>Receipts Total</u> |
|---------------------------------|---|---|
| Trademark Metals Recycling, LLC | \$680,123   | \$2,040,369   |




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

March 5, 2021

TO: Kathy Bozeman, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y21-159-KB, Sale of Scrap Metal**

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) firm. 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

