



## Interoffice Memorandum

July 1, 2022

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

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

Contact: Mike Saldutti, Program Manager, Parks and Recreation Division  
407-254-9321

Subject: Award of Invitation for Bids Y22-1025-KB, Athletic Field Sod and Turf

### ACTION REQUESTED:

Approval to award Invitation for Bids Y22-1025-KB, Athletic Field Sod and Turf, to the sole responsive and responsible bidder, Lake Jem Farms, LLC., in the estimated contract award amount of \$724,050 for a one-year term. Further request authorization for the Procurement Division to renew the contract for four additional one-year terms.

### PROCUREMENT:

This contract will provide materials, labor, and resources necessary to prepare field surfacing, supply, deliver, and install sports turf, including field preparation for sports fields countywide.

### FUNDING:

Funding is available in account number 1050-062-1859-3810.

### APPROVALS:

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

### REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price. References were verified and provided positive performance feedback. Lake Jem Farms, LLC has the necessary manpower and equipment to perform this contract. Price reasonableness was determined based on comparison to our current contracted pricing as well as the City of Orlando and the City of Altamonte Springs.

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

- Bethel Farms: Does not provide the services listed in the solicitation.
- JSM Services Inc.: Did not respond to the inquiry.
- Master Turf: Did not respond to the inquiry.
- Travis Resmondo: Did not respond to the inquiry.

Bid tabulation is as follows:

<b>Bidder</b>	<b>Annual Bid Amount</b>
Lake Jem Farms, LLC	\$724,050



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

July 13, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y22-1025-KB, Athletic Field Sod and Turf**

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 openings there were at least six firms certified at the prime level for the scope of service. 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