



**BUSINESS DEVELOPMENT DIVISION**

September 10, 2025

TO: Melisa Vergara, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y25-196-MV, Tree Trimming and Related Services for  
Facilities Management Division and Convention Center**

The Business Development Division evaluated the **five bids** submitted for this project. **None of the bidders** are an Orange County Registered Service-Disabled Veteran (SDV) firm. At the time of bid opening, there was no SDV availability. Hence, the bid preference program in accordance with the County's SDV Ordinance, Section 17-335, cannot be applied.

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

*Sheena Ferguson 9.10.2025*