



Interoffice Memorandum

May 14, 2024

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

 Carrie Mathes, CFCEM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

Contact: Lana Midthun, Section Manager, Utilities Water Division
407-254-9832

Subject: Award of Invitation for Bids Y23-1036-MV, Staff Augmentation for Water
Division

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-1036-MV, Staff Augmentation for Water Division, to the low responsive and responsible bidder Sunshine Enterprises USA LLC for Lots A through D, in the estimated contract award amount of \$900,110.50, for a one-year term. Further, request authorization for the Procurement Division to renew the contract for four additional one-year terms.

In the event the bidder recommended above fails to achieve timely compliance with pre-award deliverables, as defined in the Invitation for Bids, including, but not limited to, M/WBE participation sub-contract agreements, State Division of Corporations registration, E-verify, insurance and bonds, further request authorization for the Procurement Division to award to the next low responsive and responsible bidder as listed in the bid tabulation herein, to the extent practicable and advantageous to the County.

PROCUREMENT:

This contract will provide staff augmentation services which are needed to provide water plant operators, lab personnel, and licensed electricians for the Water Division.

FUNDING:

Funding is available in account numbers 4420-038-1304-3179 and 4420-038-1324-3179.

APPROVALS:

The Water Division and Business Development Division concur with this recommendation.

REMARKS:

Sixteen bids were received in response to this Invitation for Bids and evaluated for responsiveness, responsibility, and price reasonableness. The bids submitted by Aligned Government Services, Clovity, Inc., TMDA, and TMS Management Specialists, LLC were deemed non-responsive for failing to provide a minimum of three conforming references.

The bid submitted by Noor Staffing Group, LLC was deemed non-responsive for qualifying their bid by adding terms to the bid response form. The bid submitted by Top Talent Staffing, LLC was deemed non-responsive for failing to submit all required documentation with their bid response form.

The bid tabulation is as follows:

Lot A

<u>Bidder</u>	<u>Estimated Annual Bid</u>
Sunshine Enterprises USA LLC	\$254,119.60
Tryfacta, Inc.	\$257,223.28
Ace Staffing, Inc.	\$275,296.72
Career Match Solutions	\$280,031.20
Personnel Solutions Plus	\$283,003.36
Trifecta Resolutions LLC	\$283,344.64
Cogent	\$286,140.24
COCHHBHA Enterprises	\$309,175.28
Diskriter, Inc.	\$312,451.40
SoftHQ, Inc.	\$381,849.04
Aligned Government Services	Non-Responsive
Clovity, Inc.	Non-Responsive
TMDA	Non-Responsive
TMS Management Specialists, LLC	Non-Responsive
Noor Staffing Group, LLC	Non-Responsive
Top Talent Staffing, LLC	Non-Responsive

Lot B

<u>Bidder</u>	<u>Estimated Annual Bid</u>
Sunshine Enterprises USA LLC	\$302,118.80
Tryfacta, Inc.	\$307,427.80
Career Match Solutions	\$330,211.30
Personnel Solutions Plus	\$337,525.40
Cogent	\$344,936.20
COCHHBHA Enterprises	\$353,501.30
Trifecta Resolutions LLC	\$409,445.80
SoftHQ, Inc.	\$457,245.70
Diskriter, Inc.	\$590,705.00
Ace Staffing, Inc.	\$945,746.44

Award of Invitation for Bids Y23-1036-MV, Staff Augmentation for Water Division
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Aligned Government Services	Non-Responsible
Clovity, Inc.	Non-Responsible
TMDA	Non-Responsible
TMS Management Specialists, LLC	Non-Responsible
Noor Staffing Group, LLC	Non-Responsible
Top Talent Staffing, LLC	Non-Responsible

Lot C

<u>Bidder</u>	<u>Estimated Annual Bid</u>
Sunshine Enterprises USA LLC	\$235,373.30
Tryfacta, Inc.	\$238,909.00
COCHHBHA Enterprises	\$252,221.00
Career Match Solutions	\$257,276.50
Trifecta Resolutions LLC	\$260,039.10
Personnel Solutions Plus	\$260,515.80
Cogent	\$266,748.20
Ace Staffing, Inc.	\$299,776.50
SoftHQ, Inc.	\$334,365.50
Diskriter, Inc.	\$400,585.78
Aligned Government Services	Non-Responsible
Clovity, Inc.	Non-Responsible
TMDA	Non-Responsible
TMS Management Specialists, LLC	Non-Responsible
Noor Staffing Group, LLC	Non-Responsible
Top Talent Staffing, LLC	Non-Responsible

Lot D

<u>Bidder</u>	<u>Estimated Annual Bid</u>
Sunshine Enterprises USA LLC	\$108,498.80
Tryfacta, Inc.	\$110,436.40
Trifecta Resolutions LLC	\$118,175.20
Career Match Solutions	\$118,653.80
Personnel Solutions Plus	\$123,351.00
Cogent	\$125,497.40
COCHHBHA Enterprises	\$148,811.40
SoftHQ, Inc.	\$161,762.20
Ace Staffing, Inc.	\$172,525.00
Diskriter, Inc.	\$196,698.30
Aligned Government Services	Non-Responsible
Clovity, Inc.	Non-Responsible
TMDA	Non-Responsible
TMS Management Specialists, LLC	Non-Responsible
Noor Staffing Group, LLC	Non-Responsible
Top Talent Staffing, LLC	Non-Responsible

<u>Bidder</u>	<u>Estimated Bid for All Lots</u>
Sunshine Enterprises USA LLC	\$900,110.50
Tryfacta, Inc.	\$913,996.48
Career Match Solutions	\$986,172.80
Personnel Solutions Plus	\$1,004,395.56
Cogent	\$1,023,322.04
COCHHBHA Enterprises	\$1,063,708.98
Trifecta Resolutions LLC	\$1,071,004.74
SoftHQ, Inc.	\$1,335,222.44
Diskriter, Inc.	\$1,500,440.48
Ace Staffing, Inc.	\$1,693,344.66
Aligned Government Services	Non-Responsible
Clovity, Inc.	Non-Responsible
TMDA	Non-Responsible
TMS Management Specialists, LLC	Non-Responsible
Noor Staffing Group, LLC	Non-Responsive
Top Talent Staffing, LLC	Non-Responsive



BUSINESS DEVELOPMENT DIVISION

May 3, 2024

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y23-1036-MV, Staff Augmentation for Water Division
(Lot A) Revised**

The Business Development Division evaluated the **11 bids** submitted for this project and found that this contract may be awarded to **Aligned Employment Resources, LLC dba Aligned Government Services**, a Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid opening at least eight firms were certified at the prime level in the scope of service. The Orange County Certified Minority Business Enterprise firm did not exceed the low bid by more than 7% on contract awards from \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

May 3, 2024

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y23-1036-MV, Staff Augmentation for Water Division
(Lot B) Revised**

The Business Development Division evaluated the **11 bids** submitted for this project. Three of the bidders were Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening at least eight firms were certified at the prime level in the scope of service. The **three** Orange County Certified Minority/Women Business Enterprise firms **were not within 7%** of the low bid for bid awards greater than \$100,000.00 to \$500,000.00. 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



BUSINESS DEVELOPMENT DIVISION

May 3, 2024

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y23-1036-MV, Staff Augmentation for Water Division
(Lot C) Revised**

The Business Development Division evaluated the **11 bids** submitted for this project and found that this contract may be awarded to **Aligned Employment Resources, LLC dba Aligned Government Services**, a Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid opening at least eight firms were certified at the prime level in the scope of service. The Orange County Certified Minority Business Enterprise firm did not exceed the low bid by more than 7% on contract awards from \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

May 3, 2024

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y23-1036-MV, Staff Augmentation for Water Division
(Lot D) Revised**

The Business Development Division evaluated the **11 bids** submitted for this project. Three of the bidders were Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening at least eight firms were certified at the prime level in the scope of service. The **three** Orange County Certified Minority/Women Business Enterprise firms **were not within 5%** of the low bid for bid awards greater than \$750,000.01 to \$2,000,000.00. 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