



Interoffice Memorandum

February 17, 2020

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM:  Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Michael Baker, Project Manager, Roads and Drainage Division
407-836-7853

SUBJECT: Award of Invitation for Bids Y20-110-MV, Tree Trimming and Related
Services for Roads and Drainage Division

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-110-MV, Tree Trimming and Related Services for the Roads and Drainage Division, to the two low responsive and responsible bidders, Advanced Tree Pros, in the estimated contract award amount of \$5,777,715 for a three-year term and The Davey Tree Expert Company, in the estimated contract award amount of \$6,057,714.63 for a three-year term. Further request authority for the Procurement Division to exercise two one-year renewals.

PROCUREMENT:

This contract will provide services to remove dead or diseased trees to alleviate dangerous situations on County owned properties. Additionally, tree canopies over roads and sidewalks will be elevated to remove obstacles to vehicular traffic and pedestrians.

FUNDING:

Funding is available in account number 1002-072-2906-3197.

APPROVALS:

The Roads and Drainage and Business Development Divisions concur with this recommendation.

REMARKS:

Six bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Core Services, LLC, Fresh Delivery, Inc. dba Varis, Stienway Tree Service, and MicDon, LLC, were deemed to be non-responsive due to their failure to submit a complete bid package. Both low bidders, Advanced Tree Pros and The Davey Tree Expert Company submitted satisfactory references to support their responsibility.

Award of Invitation for Bids Y20-110-MV, Tree Trimming and Related Services for Roads and Drainage Division

Two contracts are required to meet projected demands for this service. The contractors will be issued orders on a continuous basis for tree trimming and other related services.

Prices have been determined to be reasonable by comparison to historical cost trends and are consistent with current market conditions.

Advanced Tree Pros and The Davey Tree Expert Company have met all the evaluation criteria and are considered responsible bidders for the services as required in the specifications for providing tree trimming and related services.

Therefore, award to Advanced Tree Pros and The Davey Tree Expert Company is recommended.

The bid tabulation is below:

<u>Bid Tabulation</u>	<u>Total Estimated Annual Bid</u>	<u>Total Estimated Three Years Bid</u>
Advanced Tree Pros	\$1,925,905.00	\$5,777,715.00
The Davey Tree Expert Company	\$2,019,238.21	\$6,057,714.63
A Budget Tree Service, Inc.	\$7,188,967.02	\$21,566,901.06
Core Services, LLC Fresh Delivery, Inc. dba Varis	Non-Responsive	
Stienway Tree Service	Non-Responsive	
MicDon, LLC	Non-Responsive	




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

February 27, 2020

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y20-110-MV, Tree Trimming and Related Services for Roads and Drainage Division**

The Business Development Division evaluated the **three bids** submitted for this project. **None of the bidders** are 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.

c: Sheena Ferguson, Manager, Business Development Division

