



Interoffice Memorandum

February 20, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Chris Fasnacht, Utilities Section Manager, Water Reclamation Division  
407-254-7724

SUBJECT: Approval to award Invitation for Bids Y18-612-KF, Yard Tractors

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-612-KF, Yard Tractors, to the low responsive and responsible bidder, Ottawa Trucks Center, Inc. in the total contract amount of \$199,996.

PROCUREMENT:

This contract is to provide two off-road tractor vehicles to be utilized at the Eastern Water Reclamation Facility.

FUNDING:

Funding will be available in accounts 4420-038-1355-6430 and 4420-038-1351-6430.

APPROVALS:

The Water Reclamation and Business Development Divisions concur with this recommendation.

REMARKS:

Two bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility and price reasonableness.

The low bidder, Ottawa Trucks Center, Inc. meets all specifications and other requirements of the solicitation. Therefore, recommendation for award is made to Ottawa Trucks Center, Inc.

Bid tabulation is as follows:

Ottawa Trucks Center, Inc.	\$199,996
Kenworth of Jacksonville / Coastal Industrial Equipment, LLC	\$206,622




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

February 9, 2018

TO: Zulay Millan, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y18-612-KF, Yard Tractors**

The Business Development Division evaluated the **2 bids** submitted for this project and found that **the bidders are not** Orange County Certified Minority Women Business Enterprises. 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