



Interoffice Memorandum

November 6, 2023

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

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

CONTACT: Rich Steiger, FMA, Manager II, Facilities Management Division
407-836-7473

SUBJECT: Award of Invitation for Bids Y23-186-MV, Tree Trimming and Related Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-186-MV, Tree Trimming and Related Services, to the low responsive and responsible bidders, The Davey Tree Expert Company, in the estimated contract award amount of \$2,391,233.15 for zones 1, 4 and 5 for a one-year term and National Storm Recovery LLC. dba Central Florida Arborcare, in the estimated contract award amount of \$1,701,958.50 for zones 2 and 3 for a one-year term. Further request Board authorization for the Procurement Division to renew the contracts for four additional one-year terms.

PROCUREMENT:

The contracts will support the operations of the Facilities Management Division, Utilities Department, Fire Rescue Department, Convention Center, and other departments and divisions throughout the County. Services under this contract include pruning of trees, stump grinding, and the removal of dead, diseased, or undesirable trees from County owned properties.

FUNDING:

Delivery orders for services under the contract will be issued by departments and divisions from the following account numbers: 0001-043-1713-3810, 0001-043-1717-3810, 0001-043-1718-3810, 0001-043-1719-3810, 0001-043-1715-3810, and 4430-035-0922-3810.

APPROVALS:

The Facilities Management and Business Development Divisions concur with this recommendation.

REMARKS:

Five bids were received in response to the Invitation for Bids (IFB) and were evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted by A Sun State Trees, Inc. was deemed non-responsive for failing to submit a complete bid package. The Davey Tree Expert Company and National Storm Recovery LLC dba Central Florida Arborcare have the necessary manpower and equipment to perform this contract. The bids of The Davey Tree Expert Company and National Storm Recovery LLC dba Central Florida Arborcare are considered reasonable based on the historic prices and current contracted rates. Both recommended bidders

Nashville Medical & EMS	LINES: 1,8,10,30,37, 51,52,53,54,59,60,61, 74,80,81,82,83,84,85, 89,100,102,116,118, 119,121,123,126,130, 131,135,136,138,140, 142,143,149,159,162, 163,164,165,168,185, 186,188,189,192,200, 201,202,203,204,206,210	\$176,687.15
Quadmed	12,16,20,26,27,28,29, 31,32,35,38,39,40,41, 76,77,93,97,98,99,101 105,107,112,115,122, 124,133,139,141,151, 152,153,154,155,156 172,173,174,187	\$715,749.65
Steede Medical LLC	15,17,113,117,132,161 175,176,181,205	\$102,147.60

PROCUREMENT:

These contracts will provide the desired level of quality of emergency medical services (EMS) equipment and supplies as required by the Fire Rescue Department. They represent a large list of products required by EMS to support the delivery of emergency services.

FUNDING

Funding is available in account number: 1009-034-0630-4143.

APPROVALS:

The Fire Rescue Department concurs with this recommendation.

REMARKS:

Nine bids were received in response to the Invitation for Bids (IFB) and were evaluated for price, responsiveness, and responsibility. Ever Ready First Aid & Medical Supply was deemed non-responsive due to not submitting the required documents per the IFB. Henry Schein Inc., Life-Assist Inc., and Medline Industries were deemed non-responsive due to qualifying their bids with terms and conditions.

Staff performed a technical evaluation of the bids and determined that each low bid was reasonable based on market research and experience. Agni Enterprises, LLC (dba) Head to Heels Safety Supplies, Bound Tree Medical, LLC, Nashville Medical & EMS Products, Inc., Quadmed, and Steede Medical LLC have been determined to be the low responsive and responsible bidders for the items listed and are recommended for award.



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

October 4, 2023

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y23-186-MV, Tree Trimming - Facilities

The Business Development Division evaluated the **four bids** submitted for this project. **None of the bidders are** an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening, there was at least one firm 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.

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

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson