



Interoffice Memorandum

December 11, 2023

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

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

CONTACT: Troy Layton, P.E., Manager II, Utilities Field Services Division
407-254-9794

SUBJECT: Approval to Award Invitation for Bids, Y23-612-MM, Service Line Material
Investigation

ACTION REQUESTED:

Approval to award Invitation for Bids, Y23-612-MM, Service Line Material Investigation, to the low responsive and responsible bidder, Frank Gay Services, LLC, in the estimated contract award amount of \$646,000 for a one-year term.

PURPOSE:

The Utilities Department will inventory 7,600 service line materials in alignment with the Environmental Protection Agency mandates and guidelines. The work included in this contract will be for excavating, identifying, documenting, and restoring the sites that the Utilities Department has identified throughout unincorporated Orange County.

FUNDING:

Funding is available in account number 4420-038-1328-3197.

APPROVALS:

The Utilities Field Services Division and Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Direct Underground Construction, LLC was deemed non-responsible for failing to meet the minimum qualifications. Top Talent Staffing was deemed non-responsive for failure to submit required documents.

Frank Gay Services, LLC has a satisfactory record of past performance with the County. Prices are deemed fair and reasonable based on a study of current market prices showing that the prices were below market value for regular sales to the general public. Therefore, Frank Gay Services, LLC is recommended for award.

The bid tabulation is below:

<u>Bidder</u>	<u>Bid Total</u>
Frank Gay Services, LLC	\$646,000
Direct Underground Construction, LLC	Non-Responsible
Top Talent Staffing	Non-Responsive