




## Interoffice Memorandum

August 9, 2022

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

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

CONTACT: Brian Strobeck, Financial Administrator, Corrections Department  
407-836-6706

SUBJECT: Award of Invitation for Bids Y22-109-KB, Corrections Employee  
Uniforms

### ACTION REQUESTED:

Approval to award Invitation for Bids Y22-109-KB, Corrections Employee Uniforms, to the low responsive and responsible bidder per lot, for three-year term contracts, in the total estimated contract award amounts listed below. Further request authorization for the Procurement Division to renew the contracts for two additional one-year terms.

Design Lab, Inc.: Lot 4 in the estimated contract award amount of \$22,272.

Galls, LLC: Lots 1, 2, 3, 5, 6, and 7 in the estimated contract award amount of \$510,128.

### PROCUREMENT:

These contracts will provide employee uniforms for the Corrections Department employees.

### FUNDING

Funding is available in account number: 0001-081-3835-4175.

### APPROVALS:

The Corrections Department and the Business Development Division concur with this recommendation.

REMARKS:

Four bids were received in response to the Invitation for Bids and were evaluated for price, responsiveness, and responsibility. Galls, LLC was deemed non-responsible for lot 4 due to non-conforming samples. Global Trading, Inc. and Workwear Outfitters/VF Imagewear Inc. withdrew their bid. Price reasonableness was determined based on current contracted pricing.

The bid tabulation is as follows:

LOT 1

Design Lab, Inc.	\$102,431.50
Galls, LLC	\$101,288.50
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

LOT 2

Design Lab, Inc.	\$16,888.50
Galls, LLC	\$16,531.50
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

LOT 3

Design Lab, Inc.	\$190,705.00
Galls, LLC	\$183,814.50
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

LOT 4

Design Lab, Inc.	\$22,272.00
Galls, LLC	Non-Responsible
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

LOT 5

Design Lab, Inc.	No Bid
Galls, LLC	\$28,493.50
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

LOT 6

Design Lab, Inc.	\$294,205.00
Galls, LLC	\$178,500.00
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew

Award of Invitation for Bids Y22-109-KB, Corrections Employee Uniforms  
Page 3

LOT 7

Design Lab, Inc.	\$2,275.00
Galls, LLC	\$1,500.00
Global Trading, Inc.	Withdrew
Workwear Outfitters/VF Imagewear Inc.	Withdrew



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 1)**

The Business Development Division evaluated the **three bids** submitted for this project. One of the bidders was a Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The **one** Orange County Certified Minority Business Enterprise firm **was not within 8%** of the low bid for bid awards up to \$100,000. 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



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 2)**

The Business Development Division evaluated the **four bids** submitted for this project and found that this contract may be awarded to **Global Trading, Inc.**, a Certified Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The Orange County certified firm is the lowest bidder. 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



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

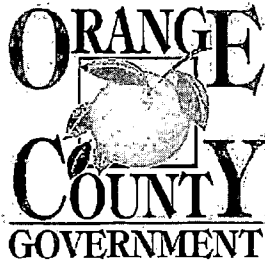
FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 3)**

The Business Development Division evaluated the **four bids** submitted for this project and found that this contract may be awarded to **Global Trading, Inc.**, a Certified Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The Orange County certified firm is the lowest bidder. 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



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y22-109-KS, Corrections Employee Uniforms (Lot 4)  
Revised**

The Business Development Division evaluated the **three bids** submitted for this project. **None of the bidders** were an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid openings there were at least two firms 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.

c: Sheena Ferguson, Manager, Business Development Division



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 5)**

The Business Development Division evaluated the **three bids** submitted for this project and found that this contract may be awarded to **Global Trading, Inc.**, a Certified Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The Orange County certified firm is the lowest bidder. 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





Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 6)**

The Business Development Division evaluated the **four bids** submitted for this project. One of the bidders was a Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The **one** Orange County Certified Minority Business Enterprise firm **was not within 7%** of the low bid for bid awards from \$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.

c: Sheena Ferguson, Manager, Business Development Division



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 16, 2022

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y22-109-KS, Corrections Employee Uniforms (Lot 7)**

The Business Development Division evaluated the **four bids** submitted for this project. One of the bidders was a Minority Business Enterprise (MBE) firm. At the time of bid opening at least two firms were certified at the prime level in the scope of service. The **one** Orange County Certified Minority Business Enterprise firm **was not within 8%** of the low bid for bid awards up to \$100,000. 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