




## Interoffice Memorandum

February 17, 2023

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

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

CONTACT: Bryan Lucas, Manager II, Fleet Management Division  
407-836-8202

SUBJECT: Approval of Invitation for Bids Y23-121-KS, OEM Dodge/RAM Parts

### ACTION REQUESTED:

Approval to award Invitation for Bids Y23-121-KS, OEM Dodge/RAM Parts, to the sole responsive and responsible bidder, Orlando Cars One, LLC dba Orlando Chrysler Dodge Jeep Ram, in the estimated contract award of \$430,800 for a three-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

### PROCUREMENT:

This contract will provide Dodge/RAM parts for the Fleet Management Division to complete repairs on the County's vehicles.

### FUNDING:

Funding is available in account number 5530-043-2035-4163.

### APPROVALS:

The Fleet Management Division and the Business Development Division concur with this recommendation.

### REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for price, responsiveness, and responsibility. The bid submitted by Orlando Cars One, LLC dba Orlando Chrysler Dodge Jeep Ram is considered reasonable based on technical analysis by staff and current contract prices for Y17-126.

To ensure an open and competitive bid process, the Invitation for Bids was posted on the County's e-procurement platform. A query from staff to firms that accessed the solicitation documents yet declined to bid on this procurement resulted in the following:

- S.I. Goldman Company, Inc.: Did not have time to complete a response.
- APEC LLC: Does not provide the services listed in the solicitation.

The bid tabulation is as follows:

<u>Vendor</u>	<u>Estimated Annual Expenditure Minus Percentage Discount off MSRP</u>	<u>Total Estimated Initial Three-Year Bid</u>
Orlando Cars One, LLC dba Orlando Chrysler Dodge Jeep Ram	\$143,600	\$430,800



**BUSINESS DEVELOPMENT DIVISION**

March 6, 2023

TO: Kathy Saldutti, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y23-121-KS, OEM Dodge/RAM Parts**

The Business Development Division evaluated the **one bid** submitted for this project. The bidder is **not an** Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. 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.

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

c: Sheena Ferguson, Manager, Business Development Division

*Sheena Ferguson 2.14.2023*