




Interoffice Memorandum

BCC Mtg. Date: October 4, 2016

September 12, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Manager, Procurement Division

CONTACT: Michael Baker, Project Manager, Roads and Drainage Division
407-836-7853

SUBJECT: Award of Invitation for Bids Y16-1082-MR, Tree Trimming and
Related Services – Roads and Drainage Division

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1082-MR, Tree Trimming and Related Services – Roads and Drainage Division, to the two low responsive and responsible bidders, The Davey Tree Expert Company in the estimated contract award amount of \$1,567,540.71 and Blades of Green, Inc. in the estimated contract award amount of \$1,862,720. The total estimated annual contract amount is \$3,430,260.71. Further request authority for the Procurement Division to exercise two 1-year options.

PROCUREMENT:

To remove dead or diseased trees to alleviate dangerous situations on County owned properties. Also, tree canopies over roads and sidewalks are elevated to remove obstacles to vehicular traffic and pedestrians.

FUNDING:

Funding is available in account number 1002 072 2906 3197.

APPROVALS:

The Roads and Drainage and Business Development Divisions concur with this recommendation.

REMARKS:

Three bids were received in response to Invitation for Bids Y16-1082-MR and were evaluated for responsiveness, responsibility and price. All Reliable Services, Inc. was determined to be non-responsive due to their failure to submit required addendum. Both low bidders, The Davey Tree Expert Company and Blades of Green, Inc., submitted satisfactory references to support their responsibility.

Tree Trimming and Related Services – Roads and Drainage Division

Two contracts are required to meet projected demands for this service. The contractors will be issued orders on a continuous basis for tree trimming and other related services.

Both The Davey Tree Expert Company and Blades of Green, Inc. have a satisfactory record of performance in the providing of tree trimming and related services. Therefore, recommendation is made to award to The Davey Tree Expert Company and Blades of Green, Inc.

The bid tabulation is below:

Bid Tabulation

The Davey Tree Expert Company	Basic Year	\$1,567,540.71
	Option Year 1	\$1,567,540.71
	Option Year 2	\$1,567,540.71
	Total	\$4,702,622.13
Blades of Green, Inc.	Basic Year	\$1,862,720.00
	Option Year 1	\$1,862,520.00
	Option Year 2	\$1,862,720.00
	Total	\$5,587,960.00
All Reliable Services, Inc.	Non-Responsive	




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

August 17, 2016

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y16-1082-MR, Tree Trimming and Related Services for the Roads and Drainage Division**

The Business Development Division evaluated the **2 bids** submitted for this project and found that **none** of the bidders are Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

