



Interoffice Memorandum

December 6, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Michelle Janes, Financial Advisor
Fleet Management Division
407-836-8215

SUBJECT: Award of Invitation for Bids, Y17-138-MG
Towing Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y17-138-MG, Towing Services, to the low responsive and responsible bidder, Sahli Enterprises, LLC dba AATR Orlando, for an estimated contract amount of \$265,287.50 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

PROCUREMENT:

This contract will provide towing services for county-owned and privately owned vehicles. Privately owned vehicles will be towed under this contract when they are illegally parked on county property at no cost to the county.

FUNDING

Delivery Orders will be issued on an as-needed basis.

APPROVALS:

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

REMARKS:

Three bids were received in response to the Invitation for Bids. The bids were evaluated for price, responsiveness and responsibility. Sahli Enterprises, LLC dba AATR Orlando has been determined to be the low responsive and responsible bidder and is recommended for award. Staff performed a technical evaluation of the bids and determined that the low bid was reasonable based on market research and experience.

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Award of Invitation for Bids, Y17-138-MG
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Bid tabulation follows:

Sahli Enterprises, LLC dba AATR Orlando	\$265,287.50
Johnson's Wrecker Services, Inc.	\$288,955.00
Stepp's Towing Services Inc.	\$305,030.00




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

November 18, 2016

TO: Maria Guevara-Hall, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-138-MG, Towing Services

The Business Development Division evaluated the **3 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

