



## Interoffice Memorandum

March 7, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Deodat Budhu, Manager, Roads and Drainage Division  
407-836-7919

SUBJECT: Award of Invitation for Bids Y17-1003-DG, Right-of-Way  
Mowing – Three Points Area, Section II

### ACTION REQUESTED:

Approval to award Invitation for Bids Y17-1003-DG, Right-of-Way Mowing – Three Points Area, Section II, to the low responsive and responsible bidder, Groundtek of Central Florida, LLC in the estimated contract award amount of \$253,050 for the basic year. Further request authorization for the Procurement Division to exercise option years one and two.

### PROCUREMENT:

To provide right-of-way mowing in the Three Points Area, Section II, located in District 4.

### FUNDING:

Funding is available in account number 1002 072 2906 3816. The Roads and Drainage Division anticipates that the entire contract amount will be ordered during the contract period. Funds will be cited on individual delivery orders.

### APPROVALS:

The Roads and Drainage Division and the Business Development Division concur with this recommendation.

REMARKS:

Four bids from pre-qualified bidders were received in response to the Invitation for Bids and evaluated for responsiveness, responsibility and price. Lawnwalker Services, Inc. is the lowest responsive responsible bidder, however, the bid from Groundtek of Central Florida, LLC, a certified Minority/Women Business Enterprise, is within the sliding scale of 5% of the low bidder to allow award in accordance with Orange County's M/WBE Ordinance, Section 17-324. The bid is considered reasonable based on comparison to prices for the same services under the current County right-of-way contract for the same area. Therefore, award is recommended to Groundtek of Central Florida, LLC.

Bid tabulation is as follow:

	BASIC YEAR	OPTION YEAR 1	OPTION YEAR 2	TOTAL EST BID
Lawnwalker Services, Inc.	\$247,270	\$319,335	\$218,030	\$ 784,635
Groundtek of Central Florida, LLC	\$253,050	\$270,765	\$288,330	\$ 812,145
Begley's Cleaning Service, Inc. dba Millennium Grounds & Waters	\$366,410	\$384,590	\$401,420	\$1,152,420
AmeriScapes Landscape Management Services, LLC	\$480,300	\$449,925	\$469,650	\$1,399,875




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

March 7, 2017

TO: Dorothy Gordon, Senior Purchasing Agent  
Procurement Division


FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y17-1003-DG, Right of Way Mowing – Three Points Area, Section II**

The Business Development Division evaluated the 4 bids submitted for this project and found that this contract may be awarded to **Groundtek of Central Florida, LLC.**, a certified Minority/ Women Business Enterprise bidder. The Orange County certified firm did not exceed the low bid by more than 5% on contract awards from \$750,000.01 to \$2,000,000.00, in accordance with the County's M/WBE Ordinance, Section 17-324.

c: Sheena Ferguson, Manager, Business Development Division



## BID COMPARISON

### Y17-1003-DG, Right of Way Mowing - Three Points Area, Section II

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (5%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Lawnwalker Services, Inc.	\$784,635				
2nd Low	Groundtek of Central Florida, LLC. (HM)	\$812,145	\$27,510	3.51%		
3rd Low	Millennium Grounds and Waters	\$1,152,420	\$367,785	46.87%	\$340,275	41.90%
4th Low	AmeriScapes Landscape and Management Services, LLC	\$1,399,875	\$615,240	78.41%	\$587,730	72.37%