



## Interoffice Memorandum

May 3, 2017

To: Mayor Teresa Jacobs  
and the Board of County Commissioners

From: Carrie Woodell, Manager, Procurement Division

Contact: John Petrelli, Director, Risk Management Division

Subject: Award of Invitation for Bids, Y17-168-TA, Web Based Driver Education

### ACTION REQUESTED:

Approval to award Invitation for Bids Y17-168-TA, Web Based Driver Education, to the low responsive and responsible bidder, DST, Inc., in the estimated contract award amount of \$170,625 for a 3-year term. Further request authorization for the Procurement Division to renew the contracts for two additional 1-year terms.

### PROCUREMENT:

This contract provides for annual driver education training to County employees annually.

### FUNDING:

Funds are available in account number 5510 025 0328 3197.

### APPROVALS:

The Risk Management and Business Development Divisions concur with this recommendation.

### REMARKS:

Four bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility and price. Award is recommended to the low responsive and responsible bidder, DST, Inc.

The bid submitted by Interactive Education Concepts, Inc. was determined to be non-responsible as their references were unverifiable and the driver education software did not meet the minimum requirements.

The bid tabulation is as follows:

DST, Inc.	\$ 170,625.00
Sonic E Learning, Inc.	\$ 178,500.00
Driver Educators.com LLC	\$ 288,487.50
Interactive Education Concepts, Inc.	Non- Responsible




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

May 8, 2017

TO: Tracy Attenasio, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y17-168-TA, Web Based Driver Training**

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

