



August 17, 2018

To: Mayor Teresa Jacobs  
and the Board of County Commissioners

From: Carrie Mathes, Manager, Procurement Division

Contact: Beth Jackson, Environmental Program Supervisor,  
Environmental Protection Division  
407-836-1481

Subject: Award of Invitation for Bids Y18-1089-PD, Prescribed Fire and Associated  
Services

**ACTION REQUESTED:**

Approval to award Invitation for Bids Y18-1089-PD, Prescribed Fire and Associated Services, to the low responsive and responsible bidders, Bird Dog Fire and Land Management, Inc. in the estimated annual contract award amount of \$364,688 and Green Environmental Management, LLC, in the estimated annual contract award amount of \$415,250. Further request authorization for the Procurement Division to renew the contracts for four additional 1-year terms.

**PROCUREMENT:**

Work under this contract consist of conducting prescribed burning and prescribed burning preparation activities in different plant communities on County properties. Prescribed burning is used to maintain native plant species composition and structure. The goals are to increase biological diversity, enhance threatened and endangered species' habitat, mimic natural processes, and reduce excessive fuel loads.

**FUNDING:**

Funding is available in account numbers 1026-068-1978-3197 and 1026-068-2659-3197.

**APPROVALS:**

The Environmental Protection Division and the Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for price, responsiveness, and responsibility. Two contractors are required due to the volume of work. Bird Dog Fire and Land Management, Inc. and Green Environmental Management, LLC are the low responsive, responsible bidders. The bids are considered to be reasonable based on the technical evaluation and recommendation of staff.

Bid tabulation follows:

<u>Bidder</u>	<u>Bid Amount</u>
Bird Dog Fire and Land Management, Inc.	\$364,688
Green Environmental Management, LLC	\$415,250
Habitat Restoration & Wildlife Protection Service	\$439,250



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

August 1, 2018

TO: Perry Davis, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y18-1089-PD, Prescribed Fire and Associated Services**

The Business Development Division evaluated the **3 bids** submitted for this project and found that **none of the bidders are** an Orange County Certified Minority Women Business Enterprise. 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

A handwritten signature in black ink that reads "Sheena Ferguson". The signature is written in a cursive, flowing style.