



Interoffice Memorandum

April 10, 2015

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
MAY 05 2015 NP/KH

TO: Mayor Teresa Jacobs and the Board of County Commissioners
FROM: Johnny M. Richardson, Manager, Procurement Division
CONTACT: Deodat Budhu, Manager, Roads and Drainage Division (407) 836-7919
SUBJECT: Award of Invitation for Bids Y15-1037-ZM, Sod Supply and Delivery

RECOMMENDATION:

Approval to award Invitation for Bids Y15-1037-ZM, Sod Supply and Delivery, to the low responsive and responsible bidder, Lake Jem Farms, Inc., in the estimated annual contract amount of \$380,000. Further request authorization for the Procurement Division to exercise option years one and two.

PROCUREMENT:

To provide pallets of Sod, delivered throughout the County, as needed by the Roads and Drainage Division.

FUNDING:

Funding is available in account 1142-072-2902-4160.

APPROVALS:

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

REMARKS:

The bids were evaluated for price, responsiveness and responsibility and award is recommended to the low responsive and responsible bidder, Lake Jem Farms, Inc. The price is considered to be fair and reasonable based on engineering estimates developed by technical staff.

The bid tabulation is as follows:

Table with 5 columns: Bidder, Base Year, Option Yr 1, Option Yr 2, Total Bid. Rows include Lake Jem Farms Inc., Tom's Sod Service, and Winter Garden Grassing.




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

March 9, 2015

TO: Zulay Millan, Senior Purchasing Agent  
Procurement Division

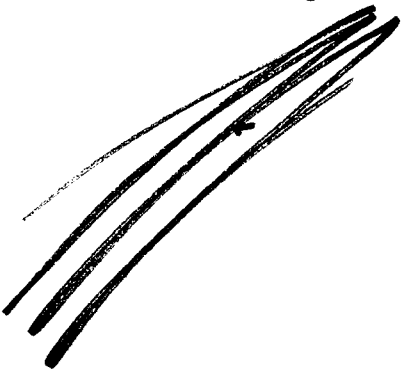
FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB-Y15-1037-ZM, Personal Protection Equipment Repair**

The Business Development Division evaluated the **3 bids** submitted for this project and found that the **1** Orange County Certified Minority Women Business Enterprise bidder **was not within 7%** of the low bid for bid awards of \$100,000 to \$500,000. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Errick Young, Manager, Business Development Division



## BID COMPARISON

### Y15-1037-ZM, Personal Protection Equipment Repair

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Lake Jem Farms, Inc.	\$380,000	No			
2nd Low	Tom's Sod Service, Inc.	\$586,000	No	54.21%		
3rd Low	Winter Garden Grassing, Inc. (WF)	\$659,000	No	73.42%	\$73,000	12.46%