




**Interoffice Memorandum**

**APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
NOV 17 2015 CS/BS**

October 26, 2015

**TO:** Mayor Teresa Jacobs  
and the Board of County Commissioners

**FROM:**  Johnny M. Richardson, Manager, Procurement Division

**CONTACT:** Terri Thill, Program Coordinator, Water Division  
407-254-9602

**SUBJECT:** Award of Invitation for Bids Y16-134-DG, Water Watch and Mobile Irrigation Lab Audit Program

**ACTION REQUESTED:**

Approval to award Invitation for Bids Y16-134-DG, Water Watch and Mobile Irrigation Lab Audit Program, to the low responsive and responsible bidder, Groundtek of Central Florida, LLC, for a 36-month term contract in the estimated amount of \$1,151,191.20. Further request authority for the Procurement Division to renew the contract for two additional twelve month periods.

**PROCUREMENT:**

To assist the Water Division in the enforcement of water restrictions, including public education regarding water restriction violations and the performance of mobile irrigation lab audits. A mobile irrigation lab audit is a program where high water users will receive detailed inspections of their in-ground irrigation systems to ensure operational efficiency.

**FUNDING:**

Funding is available in account number 4420 038 1325 3197.

**APPROVALS:**

The Water Division and Business Development Division concur with this recommendation.

DISCUSSION

Due to projected usage, the Water Division anticipates that the entire estimated contract amount will be ordered during the initial contract term.

The contractor's staff will patrol unincorporated areas of the county during day and evening hours to monitor and educate customers who are violating the water restrictions. The contractor's efforts will enforce watering restrictions established by the St. Johns River Water Management District.

Two bids were received in response to this Invitation for Bids. Groundtek of Central Florida, LLC is the low responsive and responsible bidder. The bid is considered reasonable based on comparison of prices for the same services under a previous County contract.

The bid tabulation is as follows:

Groundtek of Central Florida, LLC	\$1,151,191.20
Helping Hand Lawn Care	\$1,552,239.96




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

November 5, 2015

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-Y16-134-DG, Water Watch & Mobile Irrigation Lab Audit Program**

The Business Development Division evaluated the **2 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 is the lowest bidder. Thus, the bid preference does not apply, per the County's M/WBE Ordinance, Section 17-324.

c: Sheena Ferguson, Manager, Business Development Division

*Sheena Ferguson*

## BID COMPARISON

### Y16-134-DG, Water Watch & Mobile Irrigation Lab Audit Program

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Groundtek of Central Florida, LLC (HM)	\$1,151,191.20				
2nd Low	Helping Hand Lawn Care	\$1,552,239.96	\$401,049	34.84%		