



Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

BCC Mtg. Date: Apr. 5, 2016

March 14, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: *CW* Carrie Woodell, Acting Manager, Procurement Division

CONTACT: Bradley Campbell, Assistant Manager, Code Enforcement Division
407-836-4220

SUBJECT: Award of Invitation for Bids Y16-1003-PD
Nuisance Sign Removal Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1003-PD, Nuisance Sign Removal Services, to the low responsive and responsible bidder, Jam 5:20, Inc., for an estimated contract amount of \$131,935 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

PROCUREMENT:

The contract will provide services to actively patrol primary roadways throughout unincorporated Orange County on a scheduled basis, removing unpermitted signs from roadway rights of way and associated areas and deliver to Code Enforcement for ultimate disposal.

FUNDING:

Funding is available in account number 0001-068-3220-3197.

APPROVALS:

The Code Enforcement Division and the Business Development Division concur with this recommendation.

REMARKS:

Ten bids were received in response to the Invitation for Bids. The bids were evaluated for price, responsiveness and responsibility. The bid of Professional Services Group, LLC was determined to be non-responsive due to not meeting the minimum requirements of the solicitation. The low responsive, responsible bid of Jam 5:20, Inc. meets all of the requirements of the solicitation. Therefore, Jam 5:20, Inc. is recommended for award.

Page 2
Award of Invitation for Bids, Y16-1003-PD
Nuisance Sign Removal Services

The bid tabulation is as follows:

Bid Tabulation


Jam 5:20, Inc.	\$131,935
Premier Lawn Maintenance	\$140,000
Coleman's Landscape	\$143,375
Parthenon Construction	\$217,875
JMD Global Developers	\$223,500
Dingee-Hill	\$250,975
MVB & Associates	\$265,500
CWA Environmental	\$268,925
Cropland Services	\$274,500
Professional Services Group	Non-Responsive



BUSINESS DEVELOPMENT DIVISION

March 14, 2016

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 #Y16-1003-PD, Nuisance Sign Removal Services**

The Business Development Division evaluated the **9 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

