



## Interoffice Memorandum

May 21, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: 

Carrie Mathes, Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Orange County Convention Center  
(407) 685-9867

SUBJECT: Award of Invitation for Bids Y18-1027-AV, Shuttle Bus Services for Orange County Convention Center

### ACTION REQUESTED:

Approval to award Invitation for Bids Y18-1027-AV, Shuttle Bus Services for Orange County Convention Center, to the following low responsive and responsible bidders by Lot, for an estimated contract award amount for a 1-year term. Lot 1, Owl Inc. \$207,000. Lot 2, Luxury Transportation Group Incorporated \$235,700, Colstar Transportation Services Inc. \$249,000, Empire Coach Line, Inc. \$258,430, JB Bus Inc. \$264,300 and Owl, Inc. \$266,500. Lot 3, Owl, Inc. \$114,000 and Luxury Transportation Group Incorporated \$115,900. Further, request authorization for the Procurement Division to renew the contracts for four additional 1-year terms.

### PROCUREMENT:

To provide shuttle bus services for events held in the Orange County Convention Center. Services covered by this contract include transportation for employees and events.

### FUNDING:

Funding is available in account 4430-035-0985-3197.

### APPROVALS:

The Convention Center and Business Development Division concur with this recommendation.

### REMARKS:

Eleven bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility and price reasonableness. Maingate Transportation, Phoenix Bus, Inc., Trinity Coach, Inc., Academy Bus, LLC, was deemed non-responsive because they failed to meet the Qualification of Bidders requirements. Express Transportation, Inc. was deemed non-responsive for qualifying their bid with conditions. Empire Coach Line failed to bid an acceptable mini bus size/capacity and therefore did not meet the qualifications for Lot 3 and is deemed non-responsive.

Therefore, recommendation for award is made to the lowest responsive and responsible bidder, for Lot 1, Owl, Inc., for Lot 2, Luxury Transportation Group Incorporated, Colstar Transportation Services Inc, Empire Coach Line, Inc., JB Bus Inc, and Owl, Inc., and for Lot 3, Owl, Inc. and Luxury Transportation Group Incorporated who all meet the requirements of this solicitation.

Bid Tabulation is as follows:

**LOT 1**

**12-20 SEATED PASSENGER SHUTTLE VAN AND 45-60 SEATED PASSENGER FULL SIZE TRANSIT/CHARTER BUS**

<b>Owl Inc.</b>	<b>\$207,000.00</b>
Luxury Transportation Group Incorporated	\$218,120.00
Empire Coach Line, Inc.	\$218,632.80
Colstar Transportation Services Inc	\$227,000.00
Phoenix Bus, Inc.	Non-Responsive
Trinity Coach, Inc.	Non-Responsive
Academy Bus, LLC	Non-Responsive
Maingate Transportation	Non-Responsive

**LOT 2**

**45 TO 60 SEATED PASSENGER FULL SIZE TRANSIT/CHARTER SHUTTLE BUS**

<b>Luxury Transportation Group Incorporated</b>	<b>\$235,700.00</b>
<b>Colstar Transportation Services Inc</b>	<b>\$249,000.00</b>
<b>Empire Coach Line, Inc.</b>	<b>\$258,430.00</b>
<b>JB Bus Inc</b>	<b>\$264,300.00</b>
<b>Owl, Inc.</b>	<b>\$266,500.00</b>
Space Tours	\$281,500.00
Academy Bus, LLC	Non-Responsive
Phoenix Bus, Inc.	Non-Responsive
Maingate Transportation	Non-Responsive
Trinity Coach, Inc.	Non-Responsive
Express Transportation, Inc.	Non-Responsive

**LOT 3**

**20 TO 35 SEATED PASSENGER MINI BUS**

<b>Owl, Inc.</b>	<b>\$114,000.00</b>
<b>Luxury Transportation Group Incorporated</b>	<b>\$115,900.00</b>
Phoenix Bus, Inc.	Non-Responsive
Empire Coach Line, Inc.	Non-Responsive




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

May 21, 2018

TO: Ana Villalona, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y18-1027-AV, Shuttle Bus Services for OCCC

The Business Development Division evaluated the **6 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

