



July 26, 2019

To: Mayor Jerry L. Demings  
and the Board of County Commissioners

From:  Carrie Mathes, Manager, Procurement Division

Contact: Sara Flynn-Kramer, Manager, Capital Projects Division  
(407) 836-0048

Subject: Award of Invitation for Bids Y19-752-RC, Orange County  
Health Department TB Clinic HVAC Replacement and Blood  
Draw Lab HVAC Modifications

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-752-RC, Orange County Health Department TB Clinic HVAC Replacement and Blood Draw Lab HVAC Modifications to the low responsive and responsible bidder, Key Mechanical Services, Inc., in the total contract award amount of \$ 198,000.

PROCUREMENT:

The project includes demolition and removal of existing ducts to provide new dual duct unit; relocation of existing thermostats and diffusers; provide, test, and balance new bi-polar ionization units; install wall mounted bi-polar ionization unit for blood draw area restroom; and install new outdoor air duct bi-polar ionization unit.

The project also includes replacing existing rooftop mounted packaged dedicated outdoor air unit and new power feed, roof curb adaptor, unit controller, and condensate line; removing and replacing exhaust fans; and relocation of existing HEPA filter for clearance. The project is located in District 6.

FUNDING:

Funding is available in account number 1250-043-2049-3810.

APPROVALS:

The Capital Projects and Business Development Divisions concur with this recommendation.

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Award Invitation for Bids Y19-752-RC, Orange County Health Department TB Clinic HVAC Replacement and Blood Draw Lab HVAC Modifications

REMARKS:

Two bids were received in response to the Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted from Key Mechanical Services, Inc. is considered reasonable based on comparison to the engineer's estimate. References provided were satisfactory for this type of work and Key Mechanical Services, Inc. has been determined to be responsible. Therefore, award is recommended to Key Mechanical Services, Inc.

Bid tabulation is as follows:


<b>BIDS RECEIVED:</b>	<b>BID TOTAL</b>
Key Mechanical Services, Inc.	\$ 198,000
Air Mechanical & Service, Corp.	\$ 233,088



**BUSINESS DEVELOPMENT DIVISION**

August 12, 2019

TO: Rochelle Chambers, Senior Contract Administrator  
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **Y19-752-RC / Orange County Health Department TB Clinic HVAC Replacement and Blood Draw Lab HVAC Modifications**

The Business Development Division evaluated the two bids submitted for this project. None of the bidders was an Orange County certified Minority/Women Business Enterprise. The scope of services for this project had Minority/Women Business Enterprise availability. At the time of bid opening, at least 7 M/WBE firms were certified to provide the scope of services at the subcontract level.

The apparent low bidder Key Mechanical Services, Inc. did not achieve good faith effort documentation. While the low bidder reported \$7,750 in M/WBE participation, they did not specify the work to be performed on attachment C-2. Therefore, the M/WBE participation could not be confirmed.

The second low bid submitted by Air Mechanical & Service, Corp. achieved good faith effort documentation and reported 4.72% M/WBE participation in their bid. The bid was not within the MWBE sliding scale range to be awarded this contract over the low bidder.

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. If the low bidder is not chosen, please let us know so that we may obtain Letters of Intent to confirm the participation.

Attached is a spreadsheet reconciling the bidders' compliance with the IFB's M/WBE requirements, including the percentage breakdown for all bidders and a comparison of the relative bids versus participation percentages.

c: Sheena Ferguson, Manager, Business Development Division



**BID COMPARISON****Y19-752-RC / Orange County Health Department TB Clinic HVAC Replacement and Blood Draw Lab HVAC Modifications**

<b>Rank</b>	<b>Bidder</b>	<b>Bid Amount</b>	<b>M/WBE \$'s in Bid</b>	<b>% M/WBE (Goal 25%)</b>	<b>GFE</b>	<b>\$ Over Low Bid</b>	<b>% Difference From Low Bid (7%)</b>	<b>\$ Over 2nd Low Bid</b>	<b>% Difference From 2nd Low Bid</b>	<b>EEO % M / W</b>
Low Bid	Key Mechanical Services, Inc.	\$198,000	\$0	0.00%	no					100/0
2nd Low	Air Mechanical & Service, Corp.	\$233,088	\$11,000	4.72%	yes	\$35,088	17.72%			34/7