




April 1, 2022

To: Mayor Jerry L. Demings  
-AND-  
County Commissioners

From:  Carrie Mathes, CFCM, NIGP- CPP, CPPO, C.P.M. Manager II,  
Procurement Division

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

Subject: Award of Invitation for Bids Y22-765-FH – Installation of  
Emergency Generator Systems at Various Orange County  
Emergency Shelters

**ACTION REQUESTED:**

Approval to award Invitation for Bids Y22-765-FH, Installation of Emergency Generator Systems at Various Orange County Emergency Shelters, to the low responsive and responsible bidder, Carter Electric, Inc., in the total contract award amount of \$1,647,540.

**PROCUREMENT:**

Work under this contract consists of the installation of wiring, concrete, and labor of new generators at eight different locations throughout Orange County. The project is located in District 5.

**FUNDING:**

Funding is available in accounting line numbers 1023-043-2079-6210, 7580-043-2079-6210, 1023-043-2080-6210, 7590-043-2080-6210, 1023-043-2081-6210, 7589-043-2081-6210, 1023-043-2082-6210, 7583-043-2082-6210, 1023-043-2083-6210, 7585-043-2083-6210, 1023-043-2084-6210, 7581-043-2084-6210, 1023-043-2085-6210, 7582-043-2085-6210, 1023-043-2086-6210, 7584-043-2086-6210, 1050-068-2162-6210

**APPROVALS:**

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

**REMARKS:**

Two bids were received in response to the Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Carter Electric, Inc. has a satisfactory record of performance for this type of work and has been determined to be responsible. Therefore, award is recommended to Carter Electric, Inc.

Award Invitation for Bid Y22-765-FH – Installation of Emergency Generator Systems at  
Various Orange County Emergency Shelters  
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Bid tabulation is as follows:

<u>Bidder</u>	<u>Bid Total</u>
Carter Electric, Inc.	\$1,647,540
Felix Associates of Florida, Inc.	\$1,914,500



**Interoffice Memorandum**

March 17, 2022

To: Fabio Henao, Contracting Agent  
Procurement Division

FROM: Sheena Ferguson, Manager *S.F.*  
Business Development Division

SUBJECT: Y22-765-FH\ Installation of Emergency Generator Systems at Various  
Orange County Emergency Shelters (Base Bid plus Alternate No. 1)

Orange County would receive federal funding through the Florida Division Emergency Management for the services solicited in the Invitation to Bid. Accordingly, Orange County's M/WBE ordinance and program do not apply to this solicitation.

Orange County shall participate in the federal requirements 2 CFR 200.321 (or 45 C. F. R. 75.330 for Health and Human Services funds) to ensure small and minority-owned firms, women-owned business enterprises, and labor surplus area firms have been afforded subcontracting opportunities.

The Business Development Division evaluated the seven bids to denote whether an executed and notarized "Affidavit of Compliance Requirements" form submitted with the proposal was in compliant with the federal requirements. Carter Electric, Inc and Felix Associates of Florida, Inc provided the executed and notarized federal compliance forms.

Listed below are respondents to the subject IFB with their small and minority-owned firms, women-owned business enterprises, and labor surplus area firms' utilization:

Name of Firm	% of Utilization for Total Base Bid plus Alternate 1
Carter Electric, Inc	20.23%
Felix Associates of Florida, Inc	48.84%