



August 19, 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 Y19-754-RC, Fire Station #30  
HVAC Replacement

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-754-RC, Fire Station #30 HVAC Replacement, to the low responsive and responsible bidder, Key Mechanical Services, Inc., in the total contract award amount of \$ 324,000.

PROCUREMENT:

Work will consists of replacing two existing split Direct Expansion (DX) systems with new DX systems having hot gas reheat and new condensing units at new locations around the building, along with minor revisions to the ductwork and diffuser layout; installing new controls for these systems, including communication with the existing Building Management System (BMS) with new graphics updates to the BMS; and balancing the entire building system airflows. Architectural renovations will support the HVAC work including removing existing insulation and ceilings and providing new insulation on the underside of the roof level, closing off all attic openings to create an airtight area above the ceiling with respect to the exterior environment, and providing new ceiling. Electrical renovation work will provide power to the new HVAC systems and replace all existing lenses in light fixtures with new lenses to match existing lenses. Construction will be phased to allow for the building to be occupied at all times on a 24 hour/7 day basis. HVAC equipment shall be replaced individually to allow temporary relocation of occupants for sleeping and use of facility restrooms during construction. The project is located in District 6.

FUNDING:

Funding is available in account number 1009-034-0772-3810.

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. 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.	\$324,000
Air Mechanical & Service Corp.	\$472,400



**BUSINESS DEVELOPMENT DIVISION**

July 8, 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: Y19-754-RC / Fire Station #30 HVAC Replacement**

The Business Development Division evaluated the two bids submitted for this project. None of the bidders was an Orange County certified M/WBE. The scope of services for the Fire Station #30 HVAC Replacement had M/WBE availability at the sub-contract level. At the time of bid opening, at least 44 M/WBE firms were certified to provide doors, painting, electrical and HVAC services.

The apparent low bidder, Key Mechanical Services, Inc., did not achieve good faith effort documentation. While the low bidder reported \$28,000 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 7.26% M/WBE participation in their bid. The bid was not within the M/WBE 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 Invitation for Bid'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****Y19-754-RC / Fire Station #30 HVAC Replacement**

<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.	\$324,000	\$0	0.00%	no					100/0
2nd Low	Air Mechanical & Service Corp.	\$472,400	\$34,290	7.26%	yes	\$148,400	45.80%			34/7