



Interoffice Memorandum

May 10, 2024

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 Y24-750-GO, Housing and Community
Development Facility Heating Ventilation Air Conditioning System
Replacement

ACTION REQUESTED:

Approval to award Invitation for Bids Y24-750-GO, Housing and Community Development Facility Heating Ventilation Air Conditioning System Replacement, to the low responsive and responsible bidder, Air Mechanical & Service Corp., in the total contract award amount of \$587,000.

PROCUREMENT:

Work under this contract consists of replacing the Heating Ventilation Air Conditioning System for the Housing and Community Development Facility. This project is located in District 3.

FUNDING:

Funding is available in account number 1023-043-2049-3810.

APPROVALS:

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

REMARKS:

Two bids were received in response to this Invitation for Bids and evaluated for responsiveness, responsibility, and price reasonableness. The bid submitted by Poli Construction, Inc. was deemed non-responsive by the Procurement Division, based on the analysis provided by the Business Development Division, which identified that the M/WBE participation goal was not achieved, and sufficient good faith effort was not provided.

Award of Invitation for Bids Y24-750-GO, Housing and Community Development Facility
Heating Ventilation Air Conditioning System Replacement
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The bid submitted from Air Mechanical & Service Corp. is considered reasonable based on comparison to the engineer's estimate. References provided were satisfactory for this type of work and Air Mechanical & Service Corp. has been determined to be responsible. Therefore, award is recommended to Air Mechanical & Service Corp.

The bid tabulation is as follows:

Bidder:	Bid Total:
Air Mechanical & Service Corp.	\$587,000
Poli Construction, Inc.	Non-Responsive



BUSINESS DEVELOPMENT DIVISION

April 24, 2024

TO: Gian Otero, Contracting Agent
Procurement Division

FROM: Princess Clarke, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **Y24-750-GO, Housing and Community Development Facility HVAC System Replacement**

The Business Development Division evaluated two bids submitted for this project. The Business Development Division completed an M/WBE Availability Analysis. The scope of services for this project had M/WBE availability. As a result, the M/WBE goal remained at 25%. At the time of bid opening, at least 100 firms were certified to provide the scope of services at the subcontract level.

The apparent low bid, submitted by Air Mechanical & Service Corp., reported 24.24% in M/WBE participation. The apparent low bid did not meet the Orange County M/WBE participation goal **per the Ordinance requirement**. The bidder indicated that they have historically performed (40% In-house) the scope of services denoted on the Good Faith Effort exception form. **Per the Ordinance**, Sec. 17-321, A prime contractor is not required to subcontract out work that it has historically and consistently performed with its own work force. Good Faith Effort documentation was achieved on the remaining 60% of the scopes of services. Please note the following certified M/WBE participation:

MBE-HM	Rey's Concrete	\$45,000.00
MBE-HM	RCR Mechanical Insulation	\$3,300.00
MBE-AFAM	Celectsys	\$85,000.00
MBE-AFAM	ABC Cleaning	\$9,000.00
Total MWBE Participation		\$142,300.00 (24.24%)

Sheena Ferguson 4.22.2024

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The second low bid, submitted by Poli Construction, Inc., reported 7.50% in M/WBE participation. The second low bid did not meet the Orange County M/WBE participation goal **per the Ordinance requirement.**

Business Development issued a Submittal of Clarification email request on April 19, 2024, for the second low bidder to submit:

- Good Faith Effort Form Action #1, #2, #3, #4, and #5

As of April 21, 2024, the second low bidder responded and submitted:

- Bidder provided email statement “Unfortunately, we will not be able to provide requested information.”
- Good Faith Effort Action #1- No documentation provided.
- Good Faith Effort Action #2- No documentation provided.
- Good Faith Effort Action #3- No documentation provided.
- Good Faith Effort Action #4- No documentation provided.
- Good Faith Effort Action #5- No documentation provided.

WBE-WF	KMG Fence	\$7,950.00
MBE-HM	Precision Construction	\$43,464.00
Not Orange County Certified	<i>Environmental Painting Alternatives*</i>	<i>\$4,104.00</i>
MBE-AFAM	HZ Construction (<i>Not certified in scope of work listed-HVAC</i>)	<i>\$452,268.00</i>
WBE-WF	Florida Surety Bond	\$10,446.00
Total MWBE Participation		\$61,860.00 (7.50%)

*Not an Orange County certified M/WBE company.

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. 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.

Also, I confirm my recommendation is free of conflicts of interest.

cc: Sheena Ferguson, Manager, Business Development Division

BID COMPARISON**Y24-750-GO, Housing and Community Development Facility HVAC System Replacement**

Rank	Bidder	Bid Amount	M/WBE \$'s in Bid	% M/WBE (Goal 25%)	GFE	EEO % M / W
Low Bid	Air Mechanical & Service Corp.	\$587,000.00	\$142,300.00	24.24%	N/A	52 / 6 %
2nd Low	Poli Construction, Inc.	\$825,307.00	\$61,860.00	7.50%	No	45 / 19 %