



Interoffice Memorandum

May 28, 2019

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

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Convention Center
407-685-9867

SUBJECT: Award of Invitation for Bids Y19-154-MV, Inspection, Testing and Servicing of Portable Fire Extinguishers

ACTION REQUESTED:

Approval to award of Invitation for Bids Y19-154-MV, Inspection, Testing and Servicing of Portable Fire Extinguishers, to the sole responsive and responsible bidder, F & C Capozzoli, Inc. dba United Fire Protection in the estimated contract award amount of \$323,775 for a 3-year term. Further request authorization for the Procurement Division to renew the contracts for two additional 1-year terms.

PROCUREMENT:

This contract will provide inspection, testing, and servicing of fire extinguishers throughout the County.

FUNDING:

Funding is available in account numbers 4430-035-0930-3810 and 5510-025-0328-3820.

APPROVALS:

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

REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price reasonableness. Prices are deemed fair and reasonable based on a comparison of prices paid by the county under the current contract.

The Convention Center has approximately 2,300 fire extinguishers throughout the 7-million square-foot-campus, comprised of the West Building, N/S Building, Destination Parkway parking garage, warehouse, and four pedestrian bridges. Per Florida Administrative Code FAC69A-21, a dealer's license is required to perform any inspection, maintenance or servicing of any fire extinguishers. All persons performing such service must be trained per FAC69A-21 and issued a permit under the dealer's license.

Award of Invitation for Bids Y19-154-MV, Inspection, Testing and Servicing of Portable Fire Extinguishers

Additionally, per the Florida State Fire Marshal's Office Fire Prevention Code, fire extinguishers shall be inspected in accordance with the adopted edition of National Fire Prevention Code (NFPA 10). Currently, there is no one within the County that holds proper license to perform these required inspections.

The Risk Management Division is responsible for approximately 303 buildings requiring an annual fire extinguisher inspection, including Corrections facilities. Also, Fire Stations require a recharge every time an extinguisher is used in accordance with the Florida Fire Prevention Code.

To ensure an open and competitive bid process, the Invitation for Bids was posted on the Orange County website. In addition, e-mail notification was sent out to four firms who are in business.

Queries from staff to potential bidders who declined to bid resulted in the following findings:

- a. Florida Safety Source, Inc. – Did not provide a response.
- b. Impact Fire Services – Did not provide a response.
- c. A & M Fire And Safety – Did not provide a response.
- d. Advanced Fire Equipment of Central FL, Inc. – Unable to provide all services per the Scope of Services.

Recommendation for award is therefore made to F & C Capozzoli, Inc. dba United Fire Protection.

Bid tabulation is as follow:

F & C Capozzoli, Inc. dba United Fire Protection	\$323,775
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Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

May 15, 2019

TO: Melisa Vergara, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-154-MV, Inspection, Testing and Servicing of Portable Fire Extinguishers**

The Business Development Division evaluated the **1 bid** submitted for this project and found that the **bidder is not** an 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

