



Interoffice Memorandum

April 1, 2020

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

FROM: Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Orange County Convention Center
(407) 685-9867

SUBJECT: Award of Invitation for Bids Y20-603-TJ, Orange County Convention Center
Food Services Renovations Kitchen Equipment Food Court C & Café E/F

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-603-TJ, Orange County Convention Center Food Services Renovations Kitchen Equipment Food Court C & CAFÉ E/F, to the low responsive and responsible bidder, HMAK, LLC for Lot 1 in the amount of \$217,907.84, and Lot 2 in the amount of \$528,952.44 for a total amount of \$746,860.28.

PROCUREMENT:

This contract will provide new kitchen equipment for essential services to serve clients and visitors through the upgraded cafes and kitchens.

FUNDING:

Funding is available in account numbers 4430-035-0960-58-6410 and 4430-035-0960-58-4123.

APPROVALS:

The Orange County Convention Center and Business Development Division concur with this recommendation.

REMARKS:

Six bids were received in response to this Invitation for Bids (IFB) and evaluated for responsiveness, responsibility and price reasonableness. Central Restaurants Products, Clark Associates Inc., dba Clark Food Service Equipment, Douglas Equipment, and Sam Tell & Sons, Inc. was deemed non-responsive for failure to submit mandatory bid forms. Chef's Depot was deemed non-responsible for failure to meet the reference requirements of the IFB. HMAK, LLC has a satisfactory record of performance and is considered responsible. Therefore, award is recommended to HMAK, LLC.

Award of Invitation for Bids Y20-603-TJ, Orange County Convention Center Food Services Renovations Kitchen Equipment Food Court C & CAFÉ E/F

The bid tabulation is as follows:

BIDDER	Lot 1	Lot 2	Bid Total
HMAK, LLC	\$217,907.84	\$528,952.44	\$746,860.28
Central Restaurants Products		Non Responsive	
Chef's Depot		Non Responsible	
Clark Associates Inc. dba Clark Food Service Equipment		Non Responsive	
Douglas Equipment		Non Responsive	
Sam Tell & Sons, Inc.		Non Responsive	




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

March 24, 2020

TO: Todd Jackson, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y20-603-TJ, Orange County Convention Center Food Services
Renovations Kitchen Equipment Food Court C & Café E/F**

The Business Development Division evaluated the **one bid** submitted for this project. **The bidder is not an** Orange County Certified Minority/Women Business Enterprise (M/WBE) firm. At the time of bid opening, there was no M/WBE availability in the scope of service. 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

