



Interoffice Memorandum

June 30, 2023

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

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

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

SUBJECT: Approval of Purchase Order M111667, SICO Riser Equipment

ACTION REQUESTED:

Approval of Purchase Order M111667, SICO Riser Equipment, with SICO America, Inc., in the amount of \$164,162.40.

PROCUREMENT:

This purchase order will procure SICO riser equipment for the Orange County Convention Center.

FUNDING:

Funding is available in the account number 4430-035-0960-80-6410.

APPROVALS:

The Capital Planning Division concurs with this recommendation.

REMARKS:

The County has standardized SICO riser equipment for the Orange County Convention Center (OCCC). OCCC has increased its SICO inventory over the years due to increased client demands. Additionally, OCCC has many clients that have excessive and continued increases in demands for riser equipment.

The SICO riser systems have been utilized at the OCCC since 1995. Staff has confirmed that SICO America, Inc. is the sole manufacturer of its staging and riser products. Alternate products cannot be mixed and matched. Many of the current risers on inventory has become unsafe for staff and clients to use due to age or missing parts.

The pricing associated with this sole source has been negotiated with SICO America, Inc. based on fair market prices. It has been determined that the prices and cost elements are fair and reasonable based on previous purchases of similar equipment.