



Interoffice Memorandum

June 25, 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
407-685-5854

SUBJECT: Award of Invitation for Bids Y20-1064-AV, Preventative Maintenance and Operations of Air Compressors and Dryers for the Orange County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-1064-AV, Preventative Maintenance and operations of Air Compressors and Dryers for the Orange County Convention Center, to the low responsive and responsible bidder, Air Centers of Florida, in the estimated contract award amount of \$915,543 for a three-year term. Further, request authorization for the Procurement Division to renew the contract for two additional one-year terms.

PROCUREMENT:

This contract will provide preventative maintenance and repairs for air compressors, dryers, and tanks to the Convention Center.

FUNDING:

Funding is available in account numbers 4430-035-0922-3810.

APPROVALS:

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

REMARKS:

Two bids were received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price reasonableness. Air Centers of Florida, has the necessary manpower and equipment to perform this contract, therefore, recommendation for award is made to Air Centers of Florida.

Bid tabulation is as follows:

Bidder	Annual Bid	Three-Year Bid
Air Centers of Florida	\$305,181.00	\$915,543.00
Curtis Toledo Distribution, Inc. dba Comp-Air Service Company	\$386,809.40	\$1,160,428.20




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

June 15, 2020

TO: Ana Villalona, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y20-1064-AV, Preventative Maintenance and Operations of Air Compressors and Dryers for the Orange County Convention Center**

The Business Development Division evaluated the two bids submitted for this project. None of the bidders were an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid openings there were at least four firms certified at the prime level for the scope of service. The bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson