



**Interoffice Memorandum**

October 23, 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: Award of Invitation for Bids Y24-700-CR, Orange County Convention Center  
Campus CCTV Upgrades

**ACTION REQUESTED:**

Approval to award Invitation for Bids Y24-700-CR, Orange County Convention Center Campus CCTV Upgrades, to the low responsive and responsible bidder, Control Engineering Group, in the total contract award amount of \$1,984,527.89.

**PROCUREMENT:**

Work under this contract will consist of replacement of Orange County Convention Center Closed Caption TV (CCTV) cameras and recording equipment. Additional cameras will also be added to the video network. This project includes the site assessment, network design, configuration, installation, and final testing. The new CCTV cameras and recording equipment shall meet the Orange County standard and current applicable codes. There will be approximately 69 new cameras, which will be either surface mounted or pole mounted. The project includes an IP Video Network, software recording system, fiber and cat6 camera data fed from the cameras to existing telecommunication rooms or intermediate distribution frame closets. The project is located in District 6.

**FUNDING:**

Funding is available in account number 4430-035-0960-78-6210.

**APPROVALS:**

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

REMARKS:

Four bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. The bids submitted by Archis Technologies and BCI Integrated Solutions were deemed non-responsive for failing to submit the required bid bond form. The bid submitted by NetPlanner Systems, Inc. was deemed non-responsive by the Procurement Division, for including terms and conditions in their bid submittal which constituted a counteroffer. On October 10, 2023, the Capital Planning Division met with Procurement, Hanson Engineering and the representatives of Control Engineering Group. Control Engineering Group confirmed that all the scope of work for this project is covered by their \$1,984,527.89 bid and determined the price to be reasonable. Control Engineering Group has a satisfactory record of performance for this type of work and has been determined to be responsible. Therefore, award is recommended to Control Engineering Group.

The bid tabulation is as follows:

<u>Bidder:</u>	<u>Total Bid:</u>
Control Engineering Group.	\$ 1,984,527.89
Archis Technologies	Non-Responsive
BCI Integrated Solutions	Non-Responsive
NetPlanner Systems, Inc.	Non-Responsive



**BUSINESS DEVELOPMENT DIVISION**

November 1, 2023

**TO:** Cassandra Reyes, Contracting Agent  
Procurement Division

**FROM:** Princess Clarke, Senior Contract Administrator  
Business Development Division

**SUBJECT:** Business Development Division Bid Evaluation

**PROJECT:** **Y24-700-CR, Orange County Convention Center Campus CCTV Upgrades**

The Business Development Division evaluated one bid submitted for this project. The Business Development Division completed a M/WBE Availability Analysis. The scope of services for this project had limited M/WBE availability. As a result, the M/WBE goal was reduced from 25% to 18%. At the time of bid opening; at least 81 firms were certified to provide the scope of services at the subcontract level.

The apparent low bid, submitted by Orange County MBE firm Control Engineering Group, is bidding as a Prime contractor. Therefore, Control Engineering Group is required to self-perform no less than 51% of the contract per Sec. 17-321 per the M/WBE Ordinance. In the event this requirement is not achieved, other M/WBE's will have to be included to achieve the 18% M/WBE goal. Control Engineering Group reported self-performing 44.32% with 0% subcontractor's participation.

Business Development issued a Submittal of Clarification email request on September 22, 2023, for the apparent low bidder to submit:

- Contract and Sub-Contract Goal Participation Schedule form (Provide Scope of work)

On September 22, 2023, the apparent low bidder responded and submitted:

- Updated Contract and Sub-Contract Goal Participation Schedule form

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An updated Contract and Sub-Contract Goal Participation Schedule form was received denoting M/WBE subcontractor scope of work. Therefore, additional M/WBE participation could be included. Control Engineering Group reported self-performing 44.32% with 34.02% subcontractor's participation. The apparent low bid met the Orange County M/WBE participation goal **per the Ordinance requirement**. Please note the following certified M/WBE participation:

MBE-HM	Control Engineering Group	\$879,552.46
MBE-HM	Quality Cable Contractors	\$675,075.43
<b>Total MWBE Participation</b>		<b>\$1,554,627.89 (78.34%)</b>

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