



**Interoffice Memorandum**

May 12, 2023

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

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

CONTACT: Ray Walls, Deputy Director, Orange County Convention Center  
407-685-5684

SUBJECT: Award of Invitation for Bids Y22-1080-TF, Extension Cords for the  
Orange County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y22-1080-TF, Extension Cords for the Orange County Convention Center, to the low responsive and responsible bidder, Mil-Spec Industries Inc., in the estimated contract award amount of \$152,126 for a one-year term. Further request authorization for the Procurement Division to renew the contracts for four additional one-year terms.

PURPOSE:

This contract will provide extension cords for the Orange County Convention Center required to support operations.

FUNDING:

Funding is available in account number 4430-035-0928-4115.

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 were evaluated for responsiveness, responsibility, and price reasonableness. The bid received from Malor & Company, Inc. was deemed non-responsive for failing to submit a mandatory product sample before the bid deadline. Mil-Spec Industries, Inc. has a satisfactory record of performance. Therefore, the recommendation for award is made to Mil-Spec Industries, Inc.

Award of Invitation for Bids Y22-1080-TF, Extension Cords for the Orange County Convention Center

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The bid tabulation is as follows:

<b>Bidders</b>	<b>Total Estimated Annual Cost</b>
Mil- Spec Industries, Inc.	\$152,126
Malor & Company, Inc.	Non-Responsive



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

April 28, 2023

TO: Tiffany Fulse, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y22-1080-TF, Extension Cords for the Orange County  
Convention Center**

The Business Development Division evaluated the **two bids** submitted for this project. **None of the bidders are** an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening, there was no M/WBE availability. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

Also, I confirm my recommendation is free of conflicts of interest.

c: Sheena Ferguson, Manager, Business Development Division

*Sheena Ferguson*