




Interoffice Memorandum

June 19, 2023

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

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

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

SUBJECT: Award of Invitation for Bids Y23-188-AV, Temporary Labor for Skilled General Maintenance

ACTION REQUESTED:

Approval to award Invitation for Bids Y23-188-AV, Temporary Labor for Skilled General Maintenance, to the low responsive and responsible bidders, Personnel Solutions Plus, LLC, in the total estimated contract amount of \$1,722,615 for the base year, and Ace Staffing, INC., in the estimated contract award amount of \$1,935,330 for the base year. Further request authorization for the Procurement Division to renew the contracts for option years one and two.

PROCUREMENT:

These contracts will provide skilled general maintenance staffing to support events held at the Convention Center.

FUNDING

Funding is available in account number 4430-035-0922-3197.

APPROVALS:

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

REMARKS:

Eight bids were received in response to the Invitation for Bids (IFB) and were evaluated for price, responsiveness, and responsibility. Abacus Corporation and Sunshine Enterprise USA were deemed non-responsive for including terms that conflict with the IFB. Munden Professional Services was deemed non-responsive for failing to submit required qualification documents. Skybuilders USA LLC was deemed non-responsive for failing to submit pricing on all bid line items. Moten Tate, Incorporated and Waterfield Florida Staffing, LLC dba Action Labor were deemed non-responsible based on the results of the reference checks.

In accordance with the IFB, the County reserves the right to make multiple all-or-none awards. Due to the need to support multiple events simultaneously in all three Convention Center buildings, it is vital to have multiple contracts to provide these labor services.

Staff performed a technical evaluation of the bids and determined that each low bid was reasonable based on performance and experience. Personnel Solutions Plus, LLC will be established as the primary contractor. ACE Staffing INC. will be established as the secondary contractor. The primary shall be given the first opportunity to provide labor services, however, if they decline due to the inability to provide labor, the secondary shall be given the opportunity to provide labor services. The bidders were determined to be responsive and responsible bidders for the items listed and are recommended for award.

The bid tabulation is as follows:

Personnel Solutions Plus, LLC	Base Year	\$1,722,615
	Option Year 1	\$1,739,015
	Option Year 2	\$1,739,015
	Total Estimated Bid	\$5,200,645
Ace Staffing, INC.	Base Year	\$1,935,330
	Option Year 1	\$2,022,305
	Option Year 2	\$2,113,015
	Total Estimated Bid	\$6,070,650
Abacus Corporation		Non-Responsive
Munden Professional Services		Non-Responsive
Skybuilders USA LLC		Non-Responsive
Sunshine Enterprise USA		Non-Responsive
Moten Tate, Incorporated		Non-Responsive
Waterfield Florida Staffing, LLC dba Action Labor		Non-Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

June 12, 2023

TO: Ana Villalona, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB-Y23-188-AV, Temporary Labor for Skilled General
Maintenance**

The Business Development Division evaluated the **four bids** submitted for this project and found that this contract may be awarded to **Personnel Solutions Plus, LLC.**, a Certified Minority/Women Business Enterprise firm. At the time of bid opening at least eight firms were certified at the prime level in the scope of service. The Orange County Certified Minority/Women Business Enterprise firm is the lowest bidder. Hence, 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