



Interoffice Memorandum

February 2, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Rich Steiger, Manager, Facilities Management Division
407-836-7473

SUBJECT: Award of Invitation for Bids Y18-139-KB, HVAC Preventative Maintenance and Repair

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-139-KB, HVAC Preventative Maintenance and Repair, to the low responsive and responsible bidders Carrier Corporation for Lot A in the estimated contract award amount of \$1,020,631.25 and ServCo Appliance for Lot B in the estimated contract award amount of \$101,880. Further request authorization for the Procurement Division to renew the contracts for four additional 1-year terms.

PROCUREMENT:

To provide HVAC and refrigeration preventative maintenance and repairs for multiple facilities throughout Orange County. Lot A is for HVAC services and Lot B is for refrigeration services.

FUNDING:

Funding is available in account numbers 0001-043-1713-3810,0001-043-1715-3810,0001-043-1717-3810,0001-043-1718-3810,0001-043-1719-3810,0001-034-0672-3810.

APPROVALS:

The Facilities Management and Business Development Divisions concur with this recommendation.

REMARKS:

Three bids were received for Lot A and one bid was received for Lot B. Carrier Corporation was the lowest responsive and responsible bidder for Lot A and ServCo Appliance was the sole responsive and responsible bidder for Lot B. All bids were evaluated for responsiveness and responsibility.

Services for Lot B, Refrigeration, were previously solicited under Y17-1139, resulting in limited competition, additionally the prices were over budget resulting in a re-solicitation. Queries to potential bidders who failed to respond resulted in the following:

- TWC Services indicated this work is out of scope for their company.
- Carrier Corporation indicated that refrigeration is not part of their core business.
- Trane indicated that they subcontract all refrigeration services and therefore did not respond.
- MSI indicated that they do not have enough technicians to support this service.

Therefore, award is recommended to Carrier Corporation for Lot A and ServCo Appliance for Lot B.

Bid Tabulation is as follows:

LOT A	
<u>VENDOR</u>	<u>TOTAL ESTIMATED BID</u>
Carrier Corporation	\$1,020,631.25
Trane USA	\$1,356,888.00
Mechanical Services of Central Florida	\$1,438,624.00
<u>LOT B</u>	
<u>VENDOR</u>	<u>TOTAL ESTIMATED BID</u>
ServCo Appliance	\$ 101,880.00




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

December 22, 2017

TO: Kathy Bozeman, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y18-139-KB, HVAC Preventative Maintenance and Repair**

The Business Development Division evaluated the **4 bids** submitted for this project and found that **none** of the bidders are Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson