



Interoffice Memorandum

January 17, 2020

TO: Mayor Jerry L. Demings
and the Board of County Commissioners

FROM:  Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: John Petrelli, Manager, Risk Management Division
407-836-9636

SUBJECT: Award of Invitation for Bids Y20-154-TJ, Industrial Hygiene
Consulting Services

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-154-TJ, Industrial Hygiene Consulting Services, to the low responsive and responsible bidder, Partner Assessment Corporation dba Engineering Services and Science, Inc., in the estimated contract amount of \$675,532.50 for a 3-year term. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

The contract will provide industrial hygiene services to include indoor air quality monitoring and reporting in addition to asbestos and lead surveys.

FUNDING:

Funding is available in account line 5510-025-0328-3197.

APPROVALS:

The Risk Management Division and the Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to Invitation for Bids Y20-154-TJ. The bid submitted by Partner Assessment Corporation dba Engineering Services and Science, Inc. is considered reasonable based on a technical analysis by staff. Partner Assessment Corporation dba Engineering Services and Science, Inc. met all the requirements of the bid and the references provided were satisfactory. Award is recommended to the low responsive and responsible bidder, Partner Assessment Corporation dba Engineering Services and Science, Inc.

Award of Invitation for Bids Y20-154-TJ, Industrial Hygiene Consulting Services

<u>Bidder</u>	<u>Est. Annual Bid Total</u>	<u>Est. 3-Year Bid Total</u>
Partner Assessment Corporation dba Engineering Services and Science, Inc.	\$225,177.50	\$675,532.50
GLE Associates, Inc.	\$231,167.00	\$693,501.00
Professional Service Industries, Inc.	\$369,025.00	\$1,107,075.00




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

January 2, 2020

TO: Todd Jackson, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y20-154-TJ, Industrial Hygiene Consulting Services**

The Business Development Division evaluated the **three bids** submitted for this project. **None of the bidders** are 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.

c: Sheena Ferguson, Manager, Business Development Division

