



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: Sara Flynn-Kramer, Manager, Capital Projects Division
(407) 836-0048

Subject: Award of Invitation for Bids Y20-704-RM, Orange County Administration
Center Elevator Modernization

ACTION REQUESTED:

Approval to award Invitation for Bids Y20-704-RM, Orange County Administration Center Elevator Modernization, to the low responsive and responsible bidder, Skyline Elevator, Inc. in the total contract award amount of \$1,288,000.

PROCUREMENT:

Work under this contract includes all labor, materials, and equipment necessary for the modernization of the four elevators at the Orange County Administration Center. The project is located in District 5.

FUNDING:

Funding is available in account number 1023-043-0263-3810.

APPROVALS:

The Capital Projects Division 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 of Thyssenkrupp Elevator Corporation was found non-responsive for not providing the completed bid bond form as required. Staff met with Skyline Elevator, Inc. who confirmed their understanding of the scope of work and pricing. Based on technical review performed by staff and the design consultant, the bid is considered reasonable. Skyline Elevator, Inc. has a satisfactory record of performance and has been determined to be responsible. Therefore, award is recommended to Skyline Elevator, Inc.

Page 2

Award of Invitation for Bids Y20-704-RM, Orange County Administration
Center Elevator Modernization

Bids Received

Skyline Elevator, Inc.	\$1,288,000
Thyssenkrupp Elevator Corporation	Non-Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

October 17, 2019

TO: Rolando Melo, Senior Contract Administrator
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **Y20-704-RM / Orange County Administration Center Elevator
Modernization**

The Business Development Division evaluated the one bid submitted for this project. The bidder was not an Orange County certified Minority/Women Business Enterprise. The scope of services for this project had Minority/Women Business Enterprise availability. At the time of bid opening, at least 56 M/WBE firms were certified to provide the scope of services at the subcontract level.

The apparent low bidder, Skyline Elevator, Inc., did not achieve good faith effort documentation and reported 0% M/WBE participation in their bid.

Our evaluation of the bid was based on the participation listed on the subcontractor/supplier page.

Attached is a spreadsheet reconciling the bidder's compliance with the Invitation for Bid's M/WBE requirements, including the percentage breakdown.

c: Sheena Ferguson, Manager, Business Development Division

BID COMPARISON**Y20-704-RM / Orange County Administration Center Elevator Modernization**

Rank	Bidder	Bid Amount	M/WBE \$'s in Bid	% M/WBE (Goal 25%)	GFE	\$ Over Low Bid	% Difference From Low Bid (5%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid	EEO % M / W
Low Bid	Skyline Elevator, Inc.	\$1,288,000	\$0	0%	no					30/7