



Interoffice Memorandum

July 1, 2021

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

~~CRPM~~

Carrie Mathes, CFCM, CPPO, NIGP-CPP, C.P.M., Manager, Procurement Division

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

SUBJECT: Selection of Contractor, Request for Proposals, Y21-169-MV, Boiler Preventative Maintenance and Repairs

RECOMMENDATION:

Selection of Mechanical Services of Central Florida, Inc. to provide Boiler Preventative Maintenance and Repairs, Request for Proposals, Y21-169-MV. Request authorization for the Procurement Division to negotiate and execute a 3-year contract in the total estimated award amount of \$956,190 for Lots A and B. Further request authorization to renew the contract for two additional 1-year terms.

Proposals were evaluated by the Procurement Committee on June 30, 2021. Commissioner Emily Bonilla was assigned to the Procurement Committee.

PURPOSE:

To provide preventative maintenance, installations, and repairs to various types of boilers and associated equipment. The work defined by this contract includes, but is not limited to, electric and gas-fired boilers, such as hot water boilers, steam boilers, piping insulation, pumps, heat exchangers, expansion/storage tanks, and other boiler related equipment.

APPROVALS:

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

REMARKS:

Two proposals were received in response to this Request for Proposals. The proposal submitted by Thermal Tech, Inc. was deemed non-responsive due to non-conformance with the required fee schedule. Mechanical Services of Central Florida, Inc. is the current contractor for these services and has performed satisfactorily.

To ensure an open and competitive procurement process, the Request for Proposals (RFP) was posted on the Orange County website. A query from staff to the only other known sources that declined to participate in this RFP resulted in the following findings:

1. City Service Data was unable to submit an RFP due to health issues.
2. Industrial Engineering Companies opted not to submit a proposal.
3. Automation Technology Inc. does not provide the services required.
4. Plusco Supply is a wholesaler only and does not provide the services required.
5. EOS Trading Corp does not provide the services required.

The Procurement Committee's consensus scores are attached.

Procurement Committee Meeting - June 30, 2021
RFP #Y21-169-MV, Boiler Preventative Maintenance and Repair

CRITERIA	Qual. of Staff	Qual of Firm	Technical Approach	Location	M/WBE	Displaced Workers (B)	SDV Subcontractor Hires	SDV Prime Proposers	Fee Proposal LOT A	Fee Proposal LOT B	Total Weighted Points LOT A	Total Weighted Points LOT B
Weighted Value	15	15	20	10	10	5	10	5	30	30	120	120
(B) Indicates Bonus Points (Maximums Bonus Points Above)												
Mechanical Services of Central Florida, Inc.	60.00	45.00	40.00	50.00	0.00	0.00	0.00	0.00	150.00	150.00	345.00	345.00



INTEROFFICE MEMORANDUM

June 9, 2021

TO: Melisa Vergara, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y21-169-MV / Boiler Preventative Maintenance and Repairs

APPROVED: Aheena Ferguson

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise goals:

1. Mechanical Services of Central Florida, Inc.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*			

*The Schedule of Sub-Contracting – M/WBE Participation Form list five subs. None of the subs are Orange County certified M/WBE's. Therefore, the evaluator cannot assess points.

Total M/WBE Participation Proposed: 0%

M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 12%

Total WBE Workforce: 12%

Minority Workforce and Women Workforce Weighted Score: 0

Total M/WBE Participation Weighted Score: 0

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*		

*The Schedule of Sub-Contracting – SDV Participation and Letter of Intent Forms state "N/A"
Therefore, the evaluator cannot assess SDV bonus points.

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

*Displaced Worker(s) Proposed: 0
Displaced Worker(s) Bonus Points: 0

*The Displaced Worker form state "N/A." Therefore, the evaluator cannot assess Displaced Worker bonus points.

Total Bonus Points: 0
(Includes SDV & Displaced workers)