




## Interoffice Memorandum

June 30, 2023

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

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

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

SUBJECT: Award of Invitation for Bids Y23-164-KK, Plumbing Services

### ACTION REQUESTED:

Approval to award Invitation for Bids Y23-164-KK, Plumbing Services, to the low responsive and responsible bidders, Frank Gay Services, LLC, in the estimated contract award amount of \$962,500 for Lot A, for a one-year term, Brownie's Septic and Plumbing, LLC, in the estimated contract award amount of \$808,325 for Lot B, for a one-year term, and Frank Gay Services, LLC, in the estimated contract award amount of \$623,750 for Lot C, for a one-year term.

Further request authorization for the Procurement Division to renew the contracts for four additional one-year terms.

### PROCUREMENT:

The contracts will provide plumbing and related services to various locations throughout Orange County. Services performed under this contract shall include, but are not limited to, installation of plumbing fixtures, replacements, and repairs of various plumbing systems inside and outside of buildings.

### FUNDING:

Funds are available in the following account numbers: 0001-043-1713-3810, 0001-043-1715-3810, 0001-043-1717-3810, 0001-043-1718-3810, 0001-043-1719-3810, 4430-035-0922-3810, 4420-038-1301-3810, 4420-038-1310-3810, 4420-038-1359-3810, 4410-038-1013-3810, and 4410-038-1031-3810.

### APPROVALS:

The Facilities Management 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. Prices are deemed fair and reasonable based on a comparison to the current contract for plumbing services, Y20-1067. Both bidders have a satisfactory history of performance and meet all requirements defined in the Invitation for Bids. As per Provision 4 of the Special Terms and Conditions, Multiple Award, each lot will be awarded to a different vendor unless competition was insufficient. As there were only two bids for three lots, award of Lot C is recommended to Frank Gay Services, LLC, the low responsive and responsible bidder for that lot.

The bid tabulation is below:

Bidder	Price
Lot A - Facilities Management	
Frank Gay Services, LLC	\$962,500
Brownie's Septic and Plumbing, LLC	\$972,250
Lot B - Orange County Convention Center	
Frank Gay Services, LLC	\$783,500
Brownie's Septic and Plumbing, LLC	\$808,325
Lot C - Utilities, Fire Rescue and Other County Sites	
Frank Gay Services, LLC	\$623,750.00
Brownie's Septic and Plumbing, LLC	\$626,112.50



**BUSINESS DEVELOPMENT DIVISION**

April 10, 2023

TO: Kaitlin Kolhoff, Contracting Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

**PROJECT: IFB #Y23-164-KK, Plumbing Services**

The Business Development Division evaluated the **two bids** submitted for this project. **None of the bidders** are an Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid openings there were at least six firms certified at the prime level for the scope of service. The bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

Also, I confirm my recommendation is free of conflicts of interest.

c: Sheena Ferguson, Manager, Business Development Division

*VaSantha Raysor, BDD Administrator*

*4/10/2023*