




Interoffice Memorandum

BCC Mtg. Date: November 29, 2016

November 2, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Manager, Procurement Division

CONTACT: Larry Tunnell, P.E., P.G., Manager, Water Reclamation Division
407-254-9685

SUBJECT: Award of Invitation for Bids Y17-102-DG, Crane and Hoist Inspection,
Testing and Certification

ACTION REQUESTED:

Approval to award Invitation for Bids Y17-102-DG, Crane and Hoist Inspection, Testing and Certification, to the low responsive and responsible bidder, National Crane Services, Inc., in the estimated contract award amount of \$145,250 for a 1-year term contract. Further request authorization for the Procurement Division to renew the contract for 2 additional 12-month periods.

PROCUREMENT:

This contract will perform annual and quarterly inspections, testing and certification of various cranes and hoists for the Water Division and Water Reclamation Division.

FUNDING:

Funding is available in account numbers 4420 038 1359 3820 and 4420 038 1324 3820. This is an estimated contract amount and the annual usage is uncertain. However, the Water Reclamation Division anticipates the entire estimated contract amount will be ordered.

APPROVALS:

The Water Division, Water Reclamation Division and Business Development Division concur with this recommendation.

REMARKS:

Two bids were received in response to this solicitation. The bids were evaluated for price, responsiveness and responsibility. The bid of National Crane Services, Inc. is reasonable based on the technical analysis by a competent technical expert within the user department. Therefore, award is recommended to National Crane Services, Inc., the low responsive and responsible bidder.

IFB Y17-102-DG
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The bid tabulation is as follows:

National Crane Services, Inc.	\$145,250.00
J. Herbert Corporation	\$196,957.52




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

October 10, 2016

TO: Dorothy Gordon, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-102-DG, Crane and Hoist Inspection, Testing and Certification

The Business Development Division evaluated the **2 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

