



Interoffice Memorandum

December 6, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Anthony Cunningham, Warehouse Supervisor
Fire Rescue Department
407-254-7771

SUBJECT: Award of Invitation for Bids, Y17-137-MG
Uniforms for Fire Rescue Department

ACTION REQUESTED:

Approval to award Invitation for Bids Y17-137-MG, Uniforms for Fire Rescue Department, to the low responsive and responsible bidder, Designlab, Inc. for an estimated contract amount of \$657,429.20 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional 1-year terms.

PROCUREMENT:

This contract will provide dress and daily uniforms for the Fire Rescue Department to wear.

FUNDING

Funding is available in account number 1009-034-0687-4175.

APPROVALS:

The Fire Rescue Department and Business Development Division concur with this recommendation.

REMARKS:

Two bids were received in response to the Invitation for Bids. The bids were evaluated for price, responsiveness and responsibility. Red the Uniform Tailor was deemed non-responsive because they submitted a partial bid and didn't complete the entire form on LOT 3. There is a 14% difference between the two bids. The low bid is considered reasonable compared to current contract pricing.

Award of Invitation for Bids, Y17-137-MG

Uniforms for Fire Rescue Department -Term Contract

Past performance of the low bidder indicates that they maintain adequate resources to satisfy the requirement of this contract. Designlab Inc. is recommended for award.

Bid tabulation follows:

LOT 1

Designlab, Inc.

\$492,282.15

Red the Uniform Tailor

\$562,255.90

LOT 2

Designlab, Inc.

\$62,255.50

Red the Uniform Tailor

\$85,928.10

LOT 3

Designlab, Inc.

\$102,891.50

Red the Uniform Tailor

Non-Responsive




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

November 8, 2016

TO: Maria Guevara-Hall, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-137-MG, Uniforms for Fire Rescue Department

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

