




Interoffice Memorandum

July 19, 2017

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Manager, Procurement Division

CONTACT: Christine Lofye, Acting Manager, Traffic Engineering Division
836-7891

SUBJECT: Award of Invitation for Bids Y17-1103-LC, Galvanized Steel Sign Posts and Related Items

ACTION REQUESTED:

Approval to award Invitation for Bids Y17-1103-LC, Galvanized Steel Sign Posts and Related Items, to the low responsive and responsible bidder, Allied Tube and Conduit Corporation, for a 1-year term in the estimated contract award amount of \$200,103. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms. The Traffic Engineering Division anticipates that the entire estimated contract amount will be ordered on an annual basis.

PROCUREMENT:

To provide Traffic Engineering with the capability to order sign posts and related items on an as-needed basis to meet operational needs.

FUNDING:

Funding is available in account number 1002 072 2712 4160.

APPROVALS:

The Traffic Engineering Division and the Business Development Division concur with this recommendation

DISCUSSION

Three bids were received in response to this Invitation for Bids. The bids were evaluated for price, responsiveness and responsibility. Award of the contract is recommended to Allied Tube and Conduit Corporation, the lowest, responsive and responsible bidder. Traffic Supplies & Distribution, LLC, was determined to be non-responsive because, they bid on items that deviated from the specification requirements. Their bid was based on regular square sign posts instead of quick punch sign posts.

Bid tabulation follows.

<u>Bidder</u>	<u>Estimated Total Bid Amount</u>
Allied Tube and Conduit Corporation	\$200,103.00
Osburn Associates, Inc	\$250,884.50
Traffic Supplies & Distribution, LLC	non-responsive




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

July 19, 2017

TO: Linda Carson, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-1103-LC, Galvanized Steel Sign Posts & Related Items

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

