



Interoffice Memorandum

August 7, 2017

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From:  Carrie Woodell, Manager, Procurement Division

Contact: Terry Devitt, Assistant Director, Convention Center
407-685-9867

Subject: Award of Invitation for Bids Y17-636-PD, Banquet Equipment

ACTION REQUESTED:

Approval to award Invitation for Bids Y17-636-PD, Banquet Equipment, to the low responsive and responsible bidder, Louis Wohl and Sons, Inc., for the total amount of \$48,350. Further request approval to purchase additional quantity within 24-months after award, in the amount of \$96,700.

PROCUREMENT:

To purchase heated banquet carts to store and transport hot plated foods and queen mary racks to transport and store cold food used to support food functions at the Convention Center. The additional quantities may be purchased within a 24-month period after award.

FUNDING:

Funding is available in account number 4430-035-0931-6410.

APPROVALS:

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

REMARKS:

Five bids were received in response to this Invitation for Bids and were evaluated for price, responsiveness, and responsibility. Louis Wohl and Sons, Inc. submitted two bids. Bid A submitted by Louis Wohl and Sons, Inc. was for an alternate brand of heated banquet cart on lines 1 and 3, which did not meet the minimum requirements of the bid. Bid B met the specification requirements of the bid. Louis Wohl and Sons, Inc. is the low responsive and responsible bidder on Bid A lines 2 and 4 and Bid B lines 1 and 3.

Award of Invitation for Bids Y17-636-PD, Banquet Equipment

The bid is considered fair and reasonable based on the technical evaluation and evaluation of staff. Bid tabulation is as follows:

	Line 1	Line 2	Line 3	Line 4
BIDDERS				
Louis Wohl and Sons, Inc. Bid A	Non Responsive	\$8,955.00	Non Responsive	\$17,910.00
Louis Wohl and Sons, Inc. Bid B	\$39,395.00	\$9,780.00	\$78,790.00	\$17,910.00
Sam Tell	\$41,969.10	\$10,206.45	\$83,938.20	\$20,412.90
Beltram Edge Tool Supply	\$40,980.00	\$11,235.00	\$81,960.00	\$22,470.00
Douglas Equipment	\$40,563.50	\$10,793.35	\$88,295.00	\$21,318.00

Note: Award is recommended on a line-by-line basis as indicated in bold.

Initial Purchase

Line 1. Heated Banquet Carts 5 ea.

Line 2. Queen Mary Rack 5 ea.

Additional Quantities

Line 3. Heated Banquet Carts 10 ea.

Line 4. Queen Mary Rack 10 ea.



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

June 6, 2017

TO: Perry Davis, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y17-636-PD, Banquet Equipment

The Business Development Division evaluated the **4 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 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson