



Interoffice Memorandum

December 14, 2017

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From: *CW* Carrie Woodell, Manager, Procurement Division

Contact: Sara Flynn-Kramer, Manager, Capital Projects Division
(407) 836-0048

Subject: Award of Invitation for Bids Y18-714-CC, Fire Rescue
Headquarters Computer Room Modifications

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-714-CC, Fire Rescue Headquarters Computer Room Modifications, to the low responsive and responsible bidder, COMELCO, Inc. in the total contract award amount of \$654,500, which includes additive bid item 1.

PROCUREMENT:

The project consists of renovating the computer room in the Fire Rescue headquarters. The services include new chilled water piping, leak detection, FM200 Fire Suppression System, and new power distribution units. Additive bid item 1 is to remove existing cable trays and replace with new cable trays. This project is located in District 5.

FUNDING:

Funding is available in account number 1023 031 0593 6410.

APPROVALS:

The Capital Projects 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 and responsibility. R. L. Burns, Inc. lacked similar project experience and was determined to be non-responsible. The bid from COMELCO, Inc. is below the estimated cost and was evaluated by staff and determined to be reasonable. COMELCO, Inc. has a satisfactory record of performance and has been determined responsible. Therefore, award is recommended to COMELCO, Inc.

<u>Bids Received</u>	<u>Base Bid</u>	<u>Add 1</u>	<u>Total</u>
COMELCO, Inc.	\$645,000	\$9,500	\$654,500

R. L. Burns, Inc.	Non-responsible
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Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

December 15, 2017

TO: Corie Cummings, Senior Contract Administrator
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator *DW*
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: Y18-714-CC / Fire Rescue Headquarters Computer Room Modifications
Base Bid + Additive 1

The Business Development Division evaluated the one bid submitted for this project and found the apparent low bidder Orange County MWBE firm Comelco, Inc. is bidding as a prime. Therefore, Comelco, Inc. is required to self-perform no less than 51% of the contract per Sec. 17-321 in the M/WBE Ordinance. In the event this requirement is not achieved, then other M/WBE's will have to be included to achieve the 25% M/WBE goal. Comelco, Inc. reported self-performing 65.29% in their bid and met the M/WBE participation goal. Please note the following certified MWBE participation:

Mbe-hm	Comelco, Inc.	\$427,323.36
Total MWBE Participation		\$427,323.36 (65.29%)

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. If the low bidder is not chosen, please let us know so that we may obtain Letters of Intent to confirm the participation.

Attached is a spreadsheet reconciling the bidders' compliance with the IFB's M/WBE requirements, including the percentage breakdown for all bidders and a comparison of the relative bids versus participation percentages.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson

BID COMPARISON - BASE + ADDITIVE 1													
Y18-714-CC / Fire Rescue Headquarters Computer Room Modifications													
Rank	Bidder	Bid Amount	Prime MWBE \$'s in the Bid	Sub- contractor M/WBE \$'s in Bid	% Prime MWBE self- performing (Goal 51%)	% Sub- contractor M/WBE (Goal 25%)	Total MWBE %	GFE	\$ Over Low Bid	% Difference From Low Bid (6%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid	EEO % M / W
Low Bid	Comelco, Inc. [mbe-hm]	\$654,500.00	\$427,323.36	\$0	65.29%	0%	65.29%	na					86/0