



Interoffice Memorandum

December 21, 2017

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

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

CONTACT: Richard Steiger, Manager, Facilities Management Division  
407-836-7473

SUBJECT: Award of Invitation for Bids Y18-107-DG, Fire Alarm System  
Monitoring, Inspection, Testing and Repairs

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-107-DG, Fire Alarm System Monitoring, Inspection, Testing and Repairs, to the low responsive and responsible bidder, Signature Systems of Florida, in the estimated contract award amount of \$2,259,993 for a three year term. Further request authorization for the Procurement Division to renew the contract two additional one year terms.

PROCUREMENT:

To provide fire alarm monitoring, inspection, testing and repairs at designated county owned and leased buildings on an as needed basis.

FUNDING:

Funding is available in the following account numbers: 0001-043-1713-3810, 0001-043-1715-3810, 0001-043-1717-3810, 0001-043-1718-3810 and 0001-043-1719-3810.

APPROVALS:

The Facilities Management Division and the Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for price, responsiveness and responsibility. The solicitation required award on a total lump sum basis to ensure uniformity and consistency in the delivery of these county wide services. AFA Protective Systems and ADT Security Services modified the terms of the bid, as a result they were deemed non-responsive. A protest was received from AFA Protective Systems and the Procurement Manager held a protest review on Wednesday, December 13, 2017. The protest was denied and no appeal was filed.

Signature Systems of Florida is the low responsive and responsible bidder and is also the current contractor and has performed satisfactorily for the past three years. The prices submitted are considered reasonable based on prices for the same services under the current County contract. Therefore, award is recommended to Signature Systems of Florida.

The bid tabulation is as follows:

	<u>Total Bid</u>
Signature Systems of Florida	\$2,259,993
AFA Protective Systems	Non-Responsive
ADT Security Services	Non-Responsive




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

November 6, 2017

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 #Y18-107-DG, Fire Alarm System Monitoring, Inspection, Testing and Repairs**

The Business Development Division evaluated the 1 **bid** submitted for this project and found that **the bidder is not an** 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

