



June 21, 2018

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From: Carrie Mathes, Manager, Procurement Division

Contact: Blain Mustain, Senior Monitoring and Evaluator Coordinator,
Health Services Department
407-836-8994

Subject: Award of Invitation for Bids Y18-1006-KF, Veterinary Clinic Supplies

ACTION REQUESTED:

Approval to award Invitation for Bids Y18-1006-KF, Veterinary Clinic Supplies, to the lowest responsive and responsible bidder on a line by line basis, to Suncoast Surgical and Medical Supply, LLC as the primary source of supply for line items 1, 2, 8, 24, 26, 27, 28, 29, 31, 33, 34, 35, 40, 41, 45, 50, 53, 55, 57, 62, 64, and 65, and secondary source of supply for line items 18 through 23 in the estimated contract award amount of \$122,933.35, 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 clinic supplies to support the care of animals in the custody of the Animal Services Division.

FUNDING:

Funding is available in account number 0001-060-2392-4144.

APPROVALS:

The Health Services Department and the Business Development Division concur with this recommendation.

REMARKS:

Five bids were received in response to Invitation for Bids Y18-1006-KF and were evaluated for responsiveness, responsibility and price reasonableness. McKesson Medical-Surgical Inc., Interline Brands, Inc. dba Supplyworks, and Tronex International, Inc. were deemed non-responsive for amending the terms and conditions for delivery.

Interboro Packaging Corporation was awarded lines 18 through 23, and 66 within Procurement's authority. Two contracts are required to meet projected demands for these services.

The remainder of the lines received no bids and will be procured through a separate solicitation.

The lowest responsive and responsible bidder, Suncoast Surgical and Medical Supply, LLC met all of the requirements of this solicitation. Therefore, recommendation for award is made to Suncoast Surgical and Medical Supply, LLC.

The bid tabulation is as follows:

Interboro Packaging Corporation	\$ 31,104.00
Suncoast Surgical and Medical Supply, LLC	\$122,933.35
McKesson Medical-Surgical Inc.	Non-Responsive
Interline Brands, Inc. dba Supplyworks	Non-Responsive
Tronex International, Inc.	Non-Responsive




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

May 3, 2018

TO: Kathy Bozeman, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y18-1006-KB, Veterinary Clinic Supplies

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

