



## Interoffice Memorandum

October 15, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Terry Devitt, Acting Deputy Director, Orange County Convention Center

SUBJECT: Award of Invitation for Bids Y18-1146-AV, Labor for Orange County Convention Center

### ACTION REQUESTED:

Approval to award Invitation for Bids Y18-1146-AV, Labor for Orange County Convention Center, to the low responsive and responsible bidders, for the base year, in the total estimated contract award amounts listed below. Further request authorization for the Procurement Division to renew the contracts for option years one and two.

<u>BIDDER</u>	<u>TOTAL ESTIMATED CONTRACT AWARD AMOUNT</u>
Hire Quest, L.L.C. dba Trojan Labor	\$2,167,900
Lyneer Staffing Solutions, LLC	\$2,167,900
AUE Staffing, Inc.	\$2,215,200

### PROCUREMENT:

To provide staffing for events held at the Convention Center.

### FUNDING

Funding is available in following accounts: 4430-035-0927-3179 and 4430-035-0926-3197.

### APPROVALS:

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

REMARKS:

Six bids were received in response to the Invitation for Bids (IFB) and were evaluated for price, responsiveness, and responsibility. Gemilang Solutions, A & Associates Staffing, Inc., and Taylor Smith Consulting, LLC were determined to be non-responsible for failing to meet the experience requirements as outlined in the Bidder Qualifications. A & Associates Staffing, Inc. was also deemed non-responsible based on past unsatisfactory performance.

In accordance with the IFB, the County reserves the right to make multiple all-or-none awards based on the results of this IFB. Due to the need to support multiple events simultaneously in all three Convention Center buildings, it is vital to have multiple contracts to provide these labor services. This contract will provide labor services for the Environmental Services and Event Services Divisions to supplement the Convention Center staff.

Staff performed a technical evaluation of the bids and determined that each low bid was reasonable based on performance and experience. The County shall award a primary contract to the lowest responsive, responsible bidder, Hire Quest, L.L.C. dba Trojan Labor, followed by awards to secondary Lyneer Staffing Solutions LLC, and tertiary AUE Staffing, Inc.

The primary shall be given the first opportunity to provide labor services, however, if they decline due to the inability to provide labor, the secondary, and tertiary, in consecutive order, shall be given the opportunity to provide labor services. The bidders were determined to be the low responsive and responsible bidders for the items listed and were recommended for award.

Bid Tabulation is as follows:

Hire Quest, L.L.C. dba Trojan Labor	Base Year	\$2,167,900
	Option Year 1	\$2,184,200
	Option Year 2	\$2,200,500
	Total Estimated Bid	\$6,552,600
Lyneer Staffing Solutions, LLC	Base Year	\$2,167,900
	Option Year 1	\$2,199,900
	Option Year 2	\$2,232,500
	Total Estimated Bid	\$6,600,300
AUE Staffing, Inc.	Base Year	\$2,215,200
	Option Year 1	\$2,204,400
	Option Year 2	\$2,277,050
	Total Estimated Bid	\$6,696,650

Gemilang Solutions  
A & Associates Staffing, Inc.  
Taylor Smith Consulting, LLC

Non-Responsible  
Non-Responsible  
Non-Responsible

**BID COMPARISON****Y18-1146-AV, Labor for Orange County Convention Center**

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (3%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Hire Quest, L.L.C. dba Trojan Labor	\$6,552,600				
2nd Low	Lyneer Staffing Solutions, LLC	\$6,600,300	\$47,700	0.73%		
3rd Low	Aue Staffing, Inc.	\$6,696,650	\$144,050	2.20%	\$96,350	1.46%