




Interoffice Memorandum

November 6, 2018

To: Mayor Jerry L. Demings
and the Board of County Commissioners

From:  Carrie Mathes, Manager, Procurement Division

Contact: Marc Cannata, Manager, Convention Center, Capital Planning
Division
(407) 685-5953

Subject: Ratification of Purchase Order M93021, Chapin Theater Lighting
Replacement, Orange County Convention Center

ACTION REQUESTED:

Ratification of Purchase Order M93021, Chapin Theater Lighting Replacement, Orange County Convention Center, with Comelco, Inc., in the total amount of \$158,000.

PROCUREMENT:

The project consists of emergency replacement of all incandescent pendant lights with LED lights and the proper support of select junction boxes. The project is located in District 6.

FUNDING:

Funding is available in account number 4430-035-0960-6210.

APPROVALS:

The Convention Center Capital Planning Division concurs with this recommendation.

REMARKS:

The Chapin Theater lighting system has been experiencing short-circuiting and sparking due to being in a degraded state as a result of age. Several pendant lighting fixtures, as well as the retractable cable reel, have experienced electrical failures and pose potential safety hazards. The lighting portion of the Chapin Theater renovation project was pulled out and designed separately to address the short-circuiting and sparking safety concern. Failure to have this work performed could result in damage to the facility and loss of contracted revenue. Therefore, this project was procured via emergency procedures. Emergency quotes were solicited by the Procurement Division and tabulated as follows:

Quote Received	Amount
Comelco, Inc.	\$158,000
Calkins Electric	\$187,500
Greater Florida Electrical Contractors, Inc.	\$350,000

CNI Electric, Inc. also submitted a quote, and the quote was withdrawn.

Comelco, Inc. has successfully completed electrical work for the Orange County Convention Center in the past and is deemed responsible and capable of completing the project.