



## Interoffice Memorandum

March 12, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Matt Suedmeyer, Manager, Parks and Recreation Division  
407-836-6202

SUBJECT: Award of Invitation for Bids Y19-1004-AV, Security Monthly Monitoring,  
Annual Test, Inspection, Equipment Installation, and Repair Services

### ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1004-AV, Security Monthly Monitoring, Annual Test, Inspection, Equipment Installation, and Repair Services, to the sole responsive and responsible bidder, J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc., in the estimated contract award amount of \$186,567 for a 3-year term. Further, request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

### PROCUREMENT:

This contract will provide security monitoring, installation, and repair equipment throughout the County parks.

### FUNDING:

Funding will be available in account 1050-068-1801-3197.

### APPROVALS:

The Parks and Recreation Division and Business Development Division concur with this recommendation.

### REMARKS:

One bid was received in response to this Invitation for Bids and was evaluated for responsiveness, responsibility, and price reasonableness. The sole bidder, J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc., has the necessary manpower and equipment to perform this contract.

Y19-1004-AV, Security Monthly Monitoring, Annual Test, Inspection, Equipment Installation, and Repair Services

The scope of work for this solicitation requires that the bidder provide labor for installing security monitoring equipment at old and new locations. Many companies which provide security monitoring do not provide labor for inspection, installation, and repair.

Staff has determined the bid prices of J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc. are reasonable, based on comparison to previous contract prices. J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc. meets all specifications and other requirements of the solicitation. Therefore, recommendation for award is made to J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc.

To ensure an open and competitive bid process, the Invitation for Bids was posted on the Orange County website. A query from staff to potential bidders that declined to compete on this project resulted in the following:

- 16 Eagle Security & Armed Services LLC – Would be able to monitor all security cameras and conduct inspections, but would not be able to inspect, install, or repair the equipment.
- Apogee Security & Investigation Services, LLC – This project is beyond their scope, because it includes inspection, repair, and installation.
- SWS Protection – Did not provide a bid due to missing the deadline.

Bid tabulation is as follows:

J. Lane Enterprises dba Lane Electronics & Alarm Systems Inc.	\$ 186,567
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Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

February 12, 2019

TO: Ana Villalona, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-1004-AV, Security Monthly Monitoring, Annual Test, Inspection, Equipment Installation, and Repair Services**

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

