



Interoffice Memorandum

April 1, 2019

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

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Marc A. Cannata, Manager, Capital Planning and Building Systems Division,
407-685-5953

SUBJECT: Award of Invitation for Bids Y19-617-SW, Chapin Theater Audio Equipment

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-617-SW, Chapin Theater Audio Equipment, to the sole responsive and responsible bidder, Pro Sound, Inc., in the total contract amount of \$266,586.10.

PROCUREMENT:

This contract will provide a complete new audio equipment unit to be utilized during events at the Orange County Convention Center.

FUNDING:

Funding will be available in account 4430 035 0960.

APPROVALS:

The Capital Planning and Building Systems Division and the 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 scope of work for this solicitation requires the bidder to provide all equipment, accessories, software, and warranties to deliver a complete audio unit for event services held in the Chapin Theater.

The equipment package in this solicitation is scheduled for installation in an ongoing audio system upgrade to provide technological compatibility for the Linda W. Chapin Theater. The Linda W. Chapin Theater is a 2,500-seat, full service theater located in the heart of the Orange County Convention Center West Concourse, utilized for key note speaker addresses, general sessions, and theatrical performances.

This new audio console and associated equipment will bring the theater's production quality up to the state of the industry and allow for full support of guest/event activities in the theater.

Staff determined the bid price of Pro Sound, Inc., is reasonable based on comparison to equivalent models listed on the market. Pro Sound, Inc., meets all specifications and other requirements of the solicitation. Therefore, recommendation for award is made to Pro Sound, Inc.

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

Adorama, Inc. - no response was received.

Ford Audio Video Systems, LLC. – no response was received.

Ppc Professional Services, Inc. – no response was received.

Red Hawk Fire & Security – scope of services did not meet their parameters of work.

Soundlightdata-Gs, Inc. – is a start-up entity and is in the process of completing the WMBE certification and did not feel they were ready to participate in competition at this time.

Technomedia Solutions – did not have a clear understanding of the scope of work.

Bid tabulation is as follows:

Pro Sound, Inc.	\$ 266,586.10
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Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

March 13, 2019

TO: Sherry Wooten, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-617-SW, Chapin Theater Audio Equipment**

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 cannot be applied.

c: Sheena Ferguson, Manager, Business Development Division

