




## Interoffice Memorandum

June 21, 2019

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

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Elizabeth Frias, Administrative Supervisor, Convention Center  
(407) 685-5854

SUBJECT: Award of Invitation for Bids Y19-1047-AH, Pest Control Services for  
the Orange County Convention Center

### ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1047-AH, Pest Control Services for the Orange County Convention Center, to the low responsive and responsible bidder, Massey Services, Inc., in the estimated contract award amount of \$157,200 for a 3-year term. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

### PURPOSE:

This contractor will furnish all the services and supplies required to ensure effective pest control at the Convention Center.

### FUNDING:

Funding is available in account number 4430-035-0927-3810.

### APPROVALS:

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

### REMARKS:

Three bids were received in response to this Invitation for Bids and were evaluated for responsiveness, responsibility, and price reasonableness. Terminix Commercial, Inc. was deemed non-responsive for qualifying their bid with additional terms and conditions. Massey Services, Inc. was determined to be the low responsive and responsible bidder and is recommended for award. The prices are considered reasonable based on comparison of previous contracts for the same scope of work. The offer was compared to past and current Orange County term contracts and was 9% lower than the current contract.

Massey Services, Inc. meets all the solicitation requirements and has a satisfactory record of performance for services at the Convention Center.

The bid tabulation is as follows:

<b>VENDORS</b>	<b>PRICE</b>
Massey Services, Inc	\$ 157,200
Kerin Solutions, LLC.	\$ 167,214
Terminix Commercial, Inc.	Non-Responsive




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

May 21, 2019

TO: Alina Hernandez Fernandez, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y19-1047-AH, Pest Control Services for the Orange County Convention Center**

Business Development Division evaluated the **2 bids** submitted for this project. **None** of the bidders was an Orange County Certified Minority Women Business Enterprise. The scope of services for the Pest Control Services for the Orange County Convention Center had MBE availability. There was one firm certified. 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

