



August 16, 2019

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

From: Carrie Mathes, Manager, Procurement Division

Contact: John Schmidt, Contract Management Administrator,
Orange County Convention Center
407-685-5822

Subject: Award of Invitation for Bids Y19-1114-PD, Extension Cords for the Orange
County Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y19-1114-PD, Extension Cords for the Orange County Convention Center, to the low responsive and responsible bidder, Milspec Industries, in the estimated contract award amount of \$370,005 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 color coded extension cords with an Orange County Convention Center imprint. This identification will facilitate the recovery of these items as shows move in and move out of the center.

FUNDING:

Funding is available in account number 4430-035-0926-4123.

APPROVALS:

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

REMARKS:

Three bids were received in response to the Invitations for Bids and were evaluated for responsiveness, responsibility, and price. Milspec Industries is the lowest responsive, responsible bidder. The bid is considered reasonable based on comparison to prior similar contracts. The bid from Bell Electrical Supply, Co., Inc. was determined to be non-responsive due to not submitting the required sample.

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Bidder:	Estimated Bid
Milspec Industries	\$370,005.00
Gordon Electric Supply	\$381,673.50
Bell Electrical Supply, Co., Inc.	Non-Responsive



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

August 28, 2019

TO: Perry Davis, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB #Y19-1114-PD, Extension Cords for the Orange County Convention Center

The Business Development Division evaluated the **two bids** submitted for this project. **None of the bidders** are Orange County Certified Minority/Women Business Enterprise (M/WBE) firms. At the time of bid opening, there was no M/WBE availability in the scope of service. 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

Sheena Ferguson