




August 20, 2021

To: Mayor Jerry L. Demings  
-AND-  
County Commissioners

From:  Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,  
Procurement Division

Contact: Yulita Osuba, Deputy Director, Event Management and Sales Division  
Orange County Convention Center  
407-685-5822

Subject: Selection of Firm, Request for Proposals Y21-1006-RM, Audio Visual  
Equipment and Show Technology Services for the Orange County  
Convention Center

**RECOMMENDATION:**

Selection of one firm and an alternate to provide Audio Visual Equipment and Show Technology Services for the Orange County Convention Center, Request for Proposals Y21-1006-RM, from the following firms listed alphabetically:

- CCR Solutions, Inc.
- LMG, LLC

Request authorization for the Procurement Division to negotiate and execute a contract with a total estimated revenue of \$4,750,000 for a five-year term. Further request authorization for the Procurement Division to renew the contract for two additional one-year terms.

Proposals were evaluated by the Procurement Committee on August 4, 2021. Commissioner Nicole Wilson was assigned to the Procurement Committee.

**PROCUREMENT:**

This revenue-sharing contract provides audio-visual equipment, supplies, and technology services under a concession contract for the clients of the Orange County Convention Center (OCCC). The Contractor shall be the preferred, non-exclusive service partner to provide audio visual equipment and show technology services at the OCCC. The Contractor shall furnish all requested quantities of new or like new state-of-the-art audio/visual and high end specialty equipment and related show technology services to clients of the OCCC. Equipment to be furnished shall include, but not be limited to, projectors and screens, LCD/LED monitors, high definition audio visual equipment, camera and optics systems, streaming and recording systems (onsite and offsite), digital audio console systems, wired/wireless microphones and related equipment, LED lights and displays, moving and stationary lighting, truss and motor systems, and other audio visual and lighting equipment and show technology components.

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The Contractor also provides qualified employees to setup, troubleshoot, and operate equipment if required by the client or the OCCC.

FUNDING:

Not applicable. This is a revenue contract.

APPROVALS:

The OCCC Event Management Division and Sales Division concur with this recommendation.

REMARKS:

Two proposals were received in response to RFP Y21-1006-RM. The contract will provide revenue to the Convention Center based on a percentage of the Contractor's gross sales received from the rental of equipment and related services to the OCCC clients.

Consensus scores of the Procurement Committee are attached.

**Procurement Committee Meeting - August 4, 2021**  
**Y21-1006-RM, Audio Visual Equipment and Show Technology Services for OCCC**

CRITERIA	Qualifications of Staff	Qualifications of Firm	Technical Approach	Financial Proposal	Location	Total Weighted Points
Weighted Value	20	20	30	20	10	100
LMG, LLC	80.00	80.00	150.00	48.00	50.00	408.00
CCR Solutions, Inc.	60.00	40.00	78.00	100.00	50.00	328.00



## INTEROFFICE MEMORANDUM

August 10, 2021

TO: Rebeca M, Contracting Agent  
Procurement Division

FROM: Sheena Ferguson, Manager  
Business Development Division

SUBJECT: Business Development Division M/WBE Proposal Evaluation

PROJECT: Y21-1006-RM / Audio Visual Equipment and Show Technology  
Services for OCCC

The Business Development Division completed an M/WBE Availability Analysis. There was no M/WBE availability for this project. As a result, there is no M/WBE goal.