



Interoffice Memorandum

APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
AUG 05 2014 *CAS/KH*

July 10, 2014

To: Mayor Teresa Jacobs  
and the Board of County Commissioners

From: *[Signature]* Jimmy M. Richardson, Manager, Procurement Division

Contact: Elizabeth Frias, Facility Operations Administrative Supervisor  
Orange County Convention Center  
Phone: 407-685- 5854

Subject: Award of Invitation for Bids Y14-1036-ZM, Refrigeration Services,  
Preventative Maintenance and Repairs for the Orange County  
Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y14-1036-ZM, Refrigeration Services, Preventative Maintenance and Repairs for the Orange County Convention Center, to the low responsive and responsible bidder, TWC Services, Inc., for a 3-year term contract in the estimated contract award amount of \$1,176,570.60. Further request authorization for the Procurement Division to renew the contract for two additional years.

PROCUREMENT:

Contractor shall provide all labor and equipment necessary to perform preventative maintenance inspections and as-needed repairs on approximately 630 pieces of refrigeration equipment at the Orange County Convention Center.

FUNDING:

Funding is available in account number 4430-035-0931-3810.

APPROVALS:

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

Invitation for Bids Y14-1036-ZM, Refrigeration Services, Preventative Maintenance and Repairs

REMARKS:

The bid submitted by TWC Services, Inc. is considered reasonable based on a technical analysis by staff. Also, the bid compares favorably with the competitively awarded current contract for essentially the same services. This contract is in the amount of \$1,309,152.00. American Comfort Ltd. was determined to be non-responsible due to a lack of commercial facilities for warehousing, insufficient staff to support the scope of services and failure to demonstrate adequate experience providing similar services. Also, Air Mechanical and Service Corp. was determined to be non-responsible due to the failure to provide/demonstrate the required experience. A protest was filed by American Comfort Ltd. and was denied by the Procurement Manager. This decision was not appealed.

The bid tabulation is provided below:

<u>Bidder:</u>	<u>Estimated Bid</u>
TWC Services, Inc.	\$1,176,570.60
GCS Services, Inc. dba Ecolab Equipment Care	\$1,219,575.00
American Comfort Ltd.	Non-Responsible
Air Mechanical & Service Corp.	Non-Responsible




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

May 5, 2014

TO: Zulay Millan, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y14-1036-ZM, OCCC Refrigeration Services PM & Repair**

The Business Development Division evaluated the **4 bids** submitted for this project and found that **none** of the bidders are 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: Errick W. Young, Manager, Business Development Division

