



Interoffice Memorandum

APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
FEB 24 2015 cslbc

January 28, 2015

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: *JRM* Johnny Richardson, Manager, Procurement Division

CONTACT: Bradley Campbell, Contract Management Administrator  
Orange County Convention Center  
407-685-5822

SUBJECT: Award of Invitation for Bids, Y15-138-MA  
Work Uniforms

ACTION REQUESTED:

Approval to award Invitation for Bids Y15-138-MA, Work Uniforms, to the low responsive and responsible bidder, Designlab, Inc., for an estimated contract amount of \$1,848,803.64 for a 3-year contract. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

This contract will provide work uniforms including work shirts, pants, t-shirts, logos and embroidery.

FUNDING

Delivery Orders will be issued on an as-needed basis.

APPROVALS:

The Orange County Convention Center, the Utilities Department, the Administrative Services Department, the Public Works Department, Community Environmental Services and Development Department and the Business Development Division concur with this recommendation.

REMARKS:

Two bids were received in response to the Invitation to bid. The bids were evaluated for price, responsiveness and responsibility. The bid prices for the purchase of uniforms (lines 1-144) is fairly close between two bidders, with Asia Trading only 8.4% higher than the bid submitted by Designlab, Inc. However there is a large difference between the two bids with regard to the logos and various embroidery services (lines 145-162). This represent the majority of the

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difference of \$702,267.57 between the two bids. The past performance of Designlab, Inc. indicates that they can satisfactorily perform the contract. Therefore, Designlab, Inc. is recommended for award.

Bid tabulation follows:

Designlab, Inc.	\$1,848,803.64
Asia Trading, Int'l DBA UniPro Int'l	\$2,551,071.21




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

January 21, 2015

TO: Maria Alvarez, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator   
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y15-138-MA, Work Uniforms**

The Business Development Division evaluated the **2 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

