




APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
SEP 22 2015 CAS/LC

August 31, 2015

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From:  Johnny M. Richardson, Manager, Procurement Division

Contact: Tim Groth, Project Manager, Capital Planning Division, Orange County
Convention Center
407-685-5705

Subject: Award of Invitation for Bids Y15-624-PD, 10,000 Gallon Underground
Grease Interceptor Tanks

ACTION REQUESTED:

Approval to award Invitation for Bids Y15-624-PD, 10,000 Gallon Underground Grease Interceptor Tanks, to the sole responsive and responsible bidder, Highland Tank & Manufacturing Co., in the total contract award amount of \$146,673.84.

PROCUREMENT:

This contract will provide two 10,000 gallon underground grease interceptor tanks and associated materials to support the Convention Center operations. The tanks will be installed under a separate construction contract that is pending.

FUNDING:

Funding is available in account number 4430 035 0966 6310.

APPROVALS:

The Convention Center concurs with this recommendation.

REMARKS:

One bid was received and evaluated. Highland Tank and Manufacturing Co. is the manufacture of the tanks specified by the project engineers to satisfy the requirements needed to meet codes and delivery time. The cost is determined to be fair and reasonable based on the following:

1. Bid is within the project's budget
2. Bid is consistent with research findings for the costs of similar equipment.




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

August 24, 2015

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 #Y15-624-PD, 10,000 Gallon Underground Grease Interceptor
Tanks**

The Business Development Division evaluated the 1 bids submitted for this project and found that **the 1 bidder** is not an Orange County Certified Minority Women Business Enterprises. Hence, the bid preference program in accordance with the County's M/WBE Ordinance, Section 17-324 cannot be applied.

c: Sheena Ferguson, Acting Manager, Business Development Division

Sheena Ferguson