



Interoffice Memorandum

November 23, 2015

APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS  
DEC 01 2015 NP/CAS

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: *[Signature]* Johnny M. Richardson, Manager, Procurement Division

CONTACT: Elizabeth Frias, Administrative Supervisor, Convention Center  
407-685-5854

SUBJECT: Approval to award Invitation for Bids Y16-126-ZM, Lift Equipment  
Maintenance and Repair

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-126-ZM, Lift Equipment Maintenance and Repair, to the sole responsive and responsible bidder, Ring Power Corporation, for an estimated contract amount of \$868,185 for a 3-year term. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

To provide preventive maintenance, as-needed repairs and Occupational Safety and Health Administration (OSHA) safety inspections for various types of lift equipment used at the Convention Center. Over 100 pieces of heavy equipment will be covered by this contract.

FUNDING:

Funds are available in account 4430-035-0922-3820.

APPROVALS:

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

REMARKS:

A single bid was received and evaluated for price, responsiveness and responsibility. Limited firms have the staff and resources available to perform the required services. Ring Power is the contractor currently performing this service, the price for these services is considered fair and reasonable and consistent with the previous cost for this service. This bid was negotiated down from \$1,470,885 to \$868,185, the result of a significant reduction in the estimated quantity of man hours. Specifically, standard hours were reduced from 2000 to 1500, and non-standard hours reduced from 2000 to 100. These changes were determined necessary after review of the estimated quantities.

Following is the bid tabulation:

<u>BIDDER</u>	<u>TOTAL ESTIMATED BID</u>
Ring Power Corporation	\$868,185




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

October 21, 2015

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 #Y16-126-ZM, Lift Equipment Maintenance and Repairs**

The Business Development Division evaluated the **1 bid** submitted for this project and found that the **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 can not be applied.

c: Sheena Ferguson, Manager, Business Development Division

