




Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

August 1, 2016

BCC Mtg. Date: August 23, 2016

To: Mayor Teresa Jacobs
and the Board of County Commissioners

From:  Carrie Woodell, Manager, Procurement Division

Contact: Sara Flynn-Kramer, Manager, Capital Projects Division
(407) 836-0048

Subject: Award of Invitation for Bids Y16-780-CC, Cassady and Sheriff
Sector IV Elevator Modernization

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-780-CC, Cassady and Sheriff Sector IV Elevator Modernization, to the low responsive and responsible bidder, Premier Elevator Co., Inc., in the total contract award amount of \$220,586.

PROCUREMENT:

The contract is for the modernization of the elevators located at the Cassady Building and the Sheriff Sector IV Building. This project is located in District 6.

FUNDING:

Funding is available in account number 1023 043 0263 6210.

APPROVALS:

The Capital Projects Division and Business Development Division concur with this recommendation.

REMARKS:

Two bids were received. Although the bid from Premier Elevator Co., Inc. is approximately 39.99% lower than the second bidder, staff evaluated the bids and determined that the low bid was reasonable. Premier Elevator Co., Inc. has been determined responsible. Therefore, award is recommended to Premier Elevator Co., Inc.

Award of Invitation for Bids Y16-780-CC

<u>Bids Received:</u>	<u>Bid Amount</u>
Premier Elevator Co., Inc.	\$220,586
Skyline Elevator, Inc.	\$308,800



Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

July 19, 2016

TO: Corie Cummings, Senior Contract Administrator
Procurement Division

FROM: Dexter Watts, Senior Contract Administrator
Business Development Division *DW*

SUBJECT: Business Development Division Bid Evaluation

PROJECT: Y16-780-CC / Cassady and Sheriff Sector IV Elevator Modernization

The Business Development Division evaluated the 2 bids submitted for this project and found that the apparent low bidder Premier Elevator Co., Inc. did not achieve good faith effort documentation and reported 0% MWBE participation in their bid.

The second low bid submitted by Skyline Elevator, Inc. did not achieve good faith effort documentation and reported 0% MWBE participation in their bid.

None of the bids were within the MWBE sliding scale range to be awarded this contract over the low bidder.

Our evaluation of these bids was based on the participation listed on the subcontractor/supplier page. If the low bidder is not chosen, please let us know so that we may obtain Letters of Intent to confirm the participation.

Attached is a spreadsheet reconciling the bidders' compliance with the IFB's M/WBE requirements, including the percentage breakdown for all bidders and a comparison of the relative bids versus participation percentages.

c: Sheena Ferguson, Manager, Business Development Division

Sheena Ferguson

BID COMPARISON**IFB-Y16-780-CC / Cassady and Sheriff Sector IV Elevator Modernization**

Rank	Bidder	Bid Amount	M/WBE \$'s in Bid	% M/WBE (Goal 25%)	GFE	\$ Over Low Bid	% Difference From Low Bid (7%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid	EEO % M / W
Low Bid	Premier Elevator Co., Inc.	\$220,586	\$0	0%	no					14/5
2nd Low	Skyline Elevator, Inc.	\$308,800	\$0	0%	no	\$88,214	39.99%			0/0