



APPROVED  
BY ORANGE COUNTY BOARD  
OF COUNTY COMMISSIONERS

JUL 14 2015 NP/CAS

June 19, 2015

To: Mayor Teresa Jacobs  
and the Board of County Commissioners

From:  Johnny M. Richardson, Manager, Procurement Division

Contact: Terry Devitt, Assistant Director, OCCC  
407-865-9867

Subject: Award of Invitation for Bids Y15-1085-PD, HVAC Filters for the Convention Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y15-1085-PD, HVAC Filters for the Convention Center, to the low responsive and responsible bidder, Con-Air Industries., in the estimated contract award amount of \$232,091.71 for a 1-year term. Further request authorization for the Procurement Division to renew the contract for four additional years.

PROCUREMENT:

This contract will provide HVAC Filters for the operation and maintenance of the Convention Center.

FUNDING:

Funding is available in account number 4430 035 0933 3810.

APPROVALS:

The Convention Center and Business Development Divisions concur with this recommendation.

REMARKS:

Three bids were received and evaluated for responsiveness, responsibility and price. Con-Air Industries is the low responsive, responsible bidder. The bid is considered reasonable based on the technical evaluation and recommendation of staff.

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Bid Tabulation

Bidder:	Bid Amount
Con-Air Industries	\$232,091.71
Andrews Filters	\$246,108.18
Trost Industries	\$347,728.39




Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

May 27, 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 #Y15-1085-PD, HVAC Filters for the Convention Center**

The Business Development Division evaluated the **3 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: Sheena Ferguson, Acting Manager, Business Development Division

*Sheena Ferguson*

05/27/15 10:53:30 AM  
-----Received by Orange County  
Procurement Division