



Interoffice Memorandum

BCC Mtg. Date: April 26, 2016

April 11, 2016

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM: Carrie Woodell, Acting Manager, Procurement Division

CONTACT: Taneya Simpson, Senior Contract Administrator  
Facilities Management Division  
407-836-7482

SUBJECT: Award of Invitation for Bids Y16-1001-MG  
Overhead Door and Gate Repairs with Preventative Maintenance

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1001-MG, Overhead Door and Gate Repairs with Preventative Maintenance, to the low responsive and responsible bidder, DH Pace Company, Inc., for an estimated contract award amount of \$244,760 for a 1-year contract. Further request authorization for the Procurement Division to renew the contract for two additional 1-year terms.

PROCUREMENT:

This contract will provide preventative maintenance and repairs to overhead doors and gates to support the requirements of the Facilities Management Division and the Fire Rescue Department.

FUNDING

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

APPROVALS:

The Facilities Management Division, the Fire Rescue Department, and the Business Development Division concur with this recommendation.

REMARKS:

Two bids were received in response to the Invitation for Bids. The bids were evaluated for price, responsiveness and responsibility. The low bid of DH Pace Company, Inc. meets all of the requirements of the solicitation. Therefore, the DH Pace Company, Inc. is recommended for award.

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Award of Invitation for Bids, Y16-1001-MG

Overhead Door and Gate Repairs and Preventative Maintenance

The bid tabulation is as follows:

Bid Tabulation

DH Pace Company, Inc.  
Florida Door Solutions

\$244,760  
\$330,535



Interoffice Memorandum

**BUSINESS DEVELOPMENT DIVISION**

March 14, 2016

TO: Maria Guevara-Hall, Senior Purchasing Agent  
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator  
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: **IFB #Y16-1001-MG, Overhead Doors and Gate Repairs and Preventative Maintenance**

The Business Development Division evaluated the **2 bid** 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, Manager, Business Development Division