



Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

BCC Mtg. Date: Jun. 14, 2016

May 16, 2016

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Acting Manager, Procurement Division

CONTACT: Sherry P. Paramore, Manager, Community Action Division
407-836-7509

SUBJECT: Approval of Invitation for Bids Y16-1011-DG, Weatherization Program

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1011-DG, Weatherization Program, to the two low responsive and responsible bidders, Cook Creations, Inc. and Richards Bros Construction, Inc. for 1-year term contracts for the overall total contract award amount of \$637,223. Further request authorization for Procurement Division to renew the contracts for two additional twelve-month periods. Although the bids for this service total \$6,253,965, the total overall contract amount of \$637,223 is based on annual budget projections.

PROCUREMENT:

To provide all necessary labor, materials, equipment, and transportation to perform weatherization services at residential dwellings located in Orange County.

FUNDING:

Funding is available in account number 7034 062 7457 3219.

APPROVALS:

The Community Action Division and Business Development Division concur with this recommendation.

REMARKS:

Three bids were received in response to this solicitation. The bids were evaluated for price, responsiveness and responsibility. Two contractors are needed because of the time line the Community Action Division must meet to complete projects in occupied residents. The low cost contractor will be the primary contractor and will be given the first opportunity to satisfy the county's requirements. The alternate contractor will be used when the primary contractor is unable to perform.

Award is recommended to Cook Creations, Inc. as the primary contractor and Richards Bros Construction, Inc. as the alternate.

Bids tabulation is as follows:


Cook Creations, Inc.	\$3,033,162.50
Richards Bros Construction, Inc.	\$3,220,802.50
Grove Construction	\$6,285,650.00



BUSINESS DEVELOPMENT DIVISION

April 19, 2016

TO: Dorothy Gordon, Senior Purchasing Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator 
Business Development Division

SUBJECT: Business Development Division Bid Evaluation

PROJECT: IFB-Y16-1011-DG, Weatherization Program

The Business Development Division evaluated the **3 bids** submitted for this project and found that the **1** Orange County Certified Minority Women Business Enterprise bidder **was not within 4%** of the low bid for bid awards \$2,000,000.01 to \$5,000,000.00. 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



BID COMPARISON

Y16-1011-DG, Weatherization Program

Rank	Bidder	Bid Amount	\$ Over Low Bid	% Difference From Low Bid (4%)	\$ Over 2nd Low Bid	% Difference From 2nd Low Bid
Low Bid	Cook Creations, Inc.	\$3,033,162.50				
2nd Low	Richards Bros Construction, Inc.	\$3,220,802.50	\$187,640	6.19%		
3rd Low	Grove Construction Corporation (AF(Is)	\$6,285,650	\$3,252,488	107.23%	\$3,064,848	95.16%