




Interoffice Memorandum

APPROVED BY ORANGE
COUNTY BOARD OF COUNTY
COMMISSIONERS

BCC Mtg. Date: Jun. 28, 2016

June 1, 2016

To: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM:  Carrie Woodell, Manager, Procurement Division

CONTACT: John Schmidt, Administrative Supervisor, Fiscal and
Operations Support Division Convention Center
407-685-5822

SUBJECT: Approval of Invitation for Bids Y16-1049-DG
Shuttle Bus Service with Driver – Orange County Convention
Center

ACTION REQUESTED:

Approval to award Invitation for Bids Y16-1049-DG, Shuttle Bus Service with Driver – Orange County Convention Center, to the three low responsive and responsible bidders, Transtar Transportation Group, Inc., VIP's Jet Tours Corp. dba Pegasus and Escot Bus Lines, for the estimated contract amounts listed below, for 1-year term contracts. Further request authorization for the Procurement Division to renew the contracts for four additional 1-year terms.

Transtar Transportation Group, Inc.	\$247,100
VIP's Jet Tours Corp. dba Pegasus	\$307,500
Escot Bus Lines	\$349,800

PROCUREMENT:

To provide transportation between the Convention Center and remote parking areas for clients and visitors to the center.

FUNDING:

Funding is available in account number 4430 035 0985 3197.

APPROVALS:

The Convention Center and the Business Development Division concur with this recommendation. The Convention Center anticipates that the entire estimated amount will be ordered during the initial contract period.

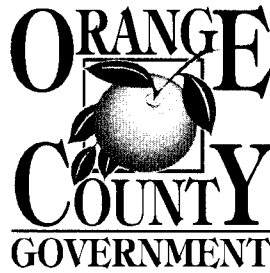
REMARKS:

Five bids were received in response to this Invitation for Bids and were evaluated for price, responsiveness and the responsibility of the bidders to perform the required services.

Periodically the Convention Center will need more than 22 buses at one time. Therefore, multiple contracts are required to ensure that sufficient resources are available to the center as required. Services will be ordered from the lowest cost contractor and proceed to the next lowest cost contractor based on availability.

Bid tabulation is as follows:

Transtar Transportation Group, Inc.	\$247,100
VIP's Jet Tours Corp. dba Pegasus	\$307,500
Escot Bus Lines	\$349,800
Empire Coach Line, Inc.	\$356,400
Space Tours LLC	\$368,500




Interoffice Memorandum

BUSINESS DEVELOPMENT DIVISION

April 27, 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 #Y16-1049-DG, Shuttle Bus Service with Driver – Orange County Convention Center**

The Business Development Division evaluated the **5 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, Manager, Business Development Division