



CITY OF ORLANDO



MEMORANDUM

DATE: September 25, 2015

TO: Alejandro Gaggero, Meshia Jennings

FROM: Cindy Jordan, Purchasing Agent III

SUBJECT: Bid Submittals and Award Recommendation

BID NUMBER/TITLE: IFB15-0411, HVAC Mechanical Services.

The bids for the subject solicitation were opened on September 24, 2015. Procurement and Contracts have reviewed the bid submittals for responsiveness. The Bid submittals and Bid Tabulation Sheet were provided to you. Pending final review by your office, the recommendation of award is as follows:

Line Item(s)	Recommended Award	Amount
1-5	Starr Mechanical, Inc.	\$120,000.00

- M/WBE was taken into consideration and this resulted in no changes in the award.

Please sign below to acknowledge your concurrence with this recommendation of award and forward a Fiscal Impact Statement (in Word format)*, if required, to the assigned Purchasing Agent, no later than October 2, 2015. The Purchasing Agent will prepare the Council Agenda for award approval and the timely commencement of the Contract(s).

*A Fiscal Impact Statement, if the total amount of award is over \$100,000.00, must be returned to the assigned Purchasing Agent and include, as applicable: cite funding source; original approval date and contract amount, Documentary Number, cumulative change orders; recurring costs (e.g., operating & maintenance); allocation of any generated revenues; etc.

David K. Shum *Dir Mgr*
Authorized Signature Title

Fleet & Fac Mgmt
Department

9/28/15
Date

PROCUREMENT AND CONTRACTS DIVISION

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