



AIRWAY CENTER | ORLANDO CITRUS BOWL | LINER FIELD | HARRY P. LEU GARDENS | MENNELLO MUSEUM | PUBLIC ART

To: David Billingsley, CPSM, C.P.M.
Chief Procurement Officer

From:  Allen Johnson, CFE, CPM
Executive Director

Date: May 12, 2015

Subject: **Negotiated Procurement**

Request a negotiated procurement for the rental of seating to be utilized at the Orlando Citrus bowl for an event in June. The estimated rental cost is \$126,751.00 which includes three thousand five hundred thirty six (3536) seats, all equipment, labor, transportation, installation and insurance.

Time is of the essence in procuring the rental of this seating because of the demand for the extra capacity for the event. The staff performed due diligence in obtaining two quotes from a small pool of companies that are capable of providing the required service. A quote from T & B Equipment Company and SGA Production Service were obtained with T & B Equipment Company proving to be the most responsive for the required service and pricing.

Please direct any additional questions to Charles Leone, Orlando Venues Division Manager of Operations at 407-440-7060.

Attachments