



## Legislation Text

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**File #:** 19-0069, **Version:** 1

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MOTION TO AWARD TS-18-04 "MISCELLANEOUS TECHNOLOGY EQUIPMENT FOR PEMBROKE PINES CHARTER SCHOOLS" IN THE FOLLOWING AMOUNTS TO THE MOST RESPONSIVE/RESPONSIBLE BIDDERS SHOWN BELOW:

NOT TO EXCEED \$31,542.13 - Staples CONTRACT AND COMMERCIAL LLC.

NOT TO EXCEED \$3,143.25 - Adorama, INC.

NOT TO EXCEED \$25,580.35 - Visionworx LLC dba CCS Presentation Systems

### **SUMMARY EXPLANATION AND BACKGROUND:**

1. On November 19, 2018, the City authorized the advertisement of TS-18-04 "Miscellaneous Technology Equipment for Pembroke Pines Charter Schools " which was advertised on November 27, 2018.
2. The purpose of this solicitation was to provide the requested miscellaneous technology equipment for the City of Pembroke Pines Charter Schools, in accordance with the terms, conditions, and specifications contained in this solicitation.
3. On December 18, 2018, the City opened ten (10) proposals from the following vendors:
  1. Adorama, Inc.
  2. AKA Comp Solutions, INC.
  3. B & H Foto & Electronics Corp
  4. Begus Online LLC
  5. CDW Government LLC
  6. Googoz.com, Inc.
  7. Hypertec USA Inc. (Hypertec Direct)
  8. Staples Contract and Commercial LLC
  9. The Horus Group LLC
  10. Visionworx LLC dba CCS Presentation Systems
4. The proposals from the vendors included partial bids. As a result, the City has decided to award the bid on a split order basis, as such combination shall best serve the interests of the City.
5. B & H Foto & Electronics Corp. submitted the lowest price for the ScanSnap - PA03656-B305 Document Scanner, but has also submitted the Equal Benefits Certification Form stating that the "Contractor will not comply with the conditions of this section at the time of contract award". Per Section 35.39 of the Procurement Policy, "Except where federal or state law mandates to the contrary, a contractor awarded a contract pursuant to a competitive solicitation shall provide benefits to domestic partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages." As a result, the City will move on

to the next responsive/responsible lowest priced vendor for award of this item.

6. Below is the summary of the responsive/responsible vendors that submitted the lowest per unit prices for the requested items:

Item	Vendor	Unit Price	Qty	Price
HP - LaserJet Pro M402dn	Staples	\$179.31	67	\$12,013.77
NEC - NP-ME331W LCD Projector	CDWG	\$520.00	45	\$23,400.00
NEC - Projector Ceiling mount	Adorama, Inc.	\$69.85	45	\$3,143.25
Avervision - 300AFHD Document Camera	Visionworx	\$483.32	5	\$2,416.60
ScanSnap - PA03656-B305 Document Scanner	CDWG	\$419.99	2	\$839.98
Mimio - MimioTeach Interactive System	Staples	\$849.48	22	\$18,688.56
	Total:			\$60,502.16

7. Begus Online LLC submitted the lowest price for the Mimio Teach Interactive System. The price submitted was \$78. The Procurement Division reviewed this submittal, and questioned the reasonableness of the price, as compared to the other submittals and what the Procurement Division was able to find online. Begus Online LLC was contacted, but never responded. In addition, Begus Online LLC failed to submit Attachments A - J. Therefore, the vendor has been deemed unresponsive. The next lowest priced vendor for this line item was Staples.

8. Visionworx LLC submitted Attachment D "Sworn Statement on Public Entity Crimes" with no answer selected. Per section 35.19(E)(7), the Purchasing Manager allowed Visionworx LLC to resubmit a completed Attachment D, in which the vendor selected that "neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989." In addition, Adorama Inc. did not submit their completed Vendor Form and W-9. Per section 35.19(E)(7), the Purchasing Manager allowed Adorama Inc. to submit a completed Vendor Form and W-9.

9. If the City did not waive these minor irregularities, it would cost the City an additional \$703.60.

10. The bids were carefully reviewed and it was determined that Staples qualified for Local Vendor Preference as a Local Broward County Vendor according to the policy described in City Ordinance 35.36 Local Vendor Preference for the ScanSnap - PA03656-B305 Document Scanner and Visionworx qualified as a Local Broward County Vendor for the NEC - NP-ME331W LCD Projector. The policy states that a Local Broward County Vendor that qualifies for local vendor preference shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid. Under the City's policy, in order to win the award for TS-18-04, the second bid from Staples and Visionworx LLC must be at least 1% lower than the lowest bid.

11. On January 16, 2019, Staples and Visionworx submitted their second bids, meeting the guidelines for local preference which is at least 1% lower than the lowest bid.

12. Below is a summary of the items and vendors that are being recommended for award:

Item	Vendor	Unit Price	Qty	Price
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HP - LaserJet Pro M402dn	Staples	\$ 179.31	67	\$12,013.77
ScanSnap - PA03656-B305 Document Scanner	Staples	\$ 419.90	2	\$ 839.80
Mimio - MimioTeach Interactive System	Staples	\$ 849.48	22	\$18,688.56
NEC - NP-ME331W LCD Projector	Visionworx	\$ 514.75	45	\$23,163.75
Avervision - 300AFHD Document Camera	Visionworx	\$ 483.32	5	\$ 2,416.60
NEC - Projector Ceiling mount for NEC NP-ME331W	Adorama, Inc.	\$ 69.85	45	\$ 3,143.25
<b>Total:</b>				<b>\$60,265.73</b>

13. In addition, the vendors have completed the Equal Benefits Certification Form and have stated:

A) Staples Contract and Commercial LLC - "Contractor currently complies with the requirements of this section".

B) Adorama, Inc. - "Contractor currently complies with the requirements of this section".

C) Visionworx LLC dba CCS Presentation Systems - "Contractor currently complies with the requirements of this section".

14. Request Commission to award TS-18-04 "Miscellaneous Technology Equipment for Pembroke Pines Charter Schools" in the following amounts to the most responsive/responsible bidders shown below:

Not to exceed \$31,542.13 - Staples Contract and Commercial LLC

Not to exceed \$3,143.25 - Adorama, Inc.

Not to exceed \$25,580.35 - Visionworx LLC dba CCS Presentation Systems

#### **FINANCIAL IMPACT DETAIL:**

**a) Initial Cost:** \$60,265.73

**b) Amount budgeted for this item in Account No:** Funds are currently budgeted for this project in account #:

West Elementary	170-569-5051-551-52650-5101-649	\$1,753.80
West Elementary	170-569-5051-551-52653-7300-649	\$1,793.10
Central Elementary	170-569-5051-552-52650-5101-649	\$876.90
Central Elementary	170-569-5051-552-52650-5102-649	\$876.90
Central Elementary	170-569-5051-552-52653-7300-649	\$896.55
West Middle	171-569-5052-553-52650-5102-649	\$950.00
West Middle	171-569-5052-553-52653-7300-649	\$1,793.10
Central Middle	171-569-5052-554-52650-5102-649	\$1,753.80
Central Middle	171-569-5052-554-52653-5102-649	\$896.55
Academic Village	172-569-5053-52653-5103-649	\$16,132.79
		\$27,723.49

\$11,188 is available within the Equipment <1000 accounts under the FSU Elementary DCP project (560) to partially fund FSU Elementary expenditures.

**c) Source of funding for difference, if not fully budgeted:** Upon Commission approval, a budget adjustment will be made to transfer:

**From:**

170-569-5051-551-52653-7300-649 (Computer Equipment <1000)	\$2,417.00
171-569-5052-553-52653-7300-649 (Computer Equipment <1000)	\$805.00

**To:**

170-569-5051-551-52650-7300-649 (Equipment <1000)	\$2,417.00
171-569-5052-553-52650-5102-649 (Equipment <1000)	\$805.00

The remaining FSU budget shortfall (\$18,134) will be covered from FSU elementary's fund balance which contains leftover 2017-18 Digital Classroom Plan monies.

Upon commission approval a budget adjustment will be done to fund the appropriate Equipment <1000 accounts (52650) and the appropriate Computer Equipment <1000 accounts (52653) within the FSU Budget. This will increase the FSU 2018-19 overall budget by \$18,134.

- d) 5 year projection of the operational cost of the project:**
- e) Detail of additional staff requirements:** Not Applicable.