



Legislation Text

File #: 20-0917, Version: 1

MOTION TO AWARD IFB # TS-20-10 "EXAGRID SUPPORT AND MAINTENANCE RENEWAL" TO THE MOST RESPONSIVE/RESPONSIBLE BIDDER, ACP CREATIVIT, LLC, IN THE AMOUNT NOT TO EXCEED \$34,989.85.

PROCUREMENT PROCESS TAKEN:

- *Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."*
- *Section 35.15 defines an Invitation for Bid as "A written solicitation for competitive sealed bids with the title, date and hour of the public bid opening designated therein and specifically defining the commodities or services for which bids are sought. The invitation for bid shall be used when the city is capable of specifically defining the scope of work for which a service is required or when the city is capable of establishing 15 precise specifications defining the actual commodities required. The invitation for bid shall include instructions to bidders, plans, drawings and specifications, if any, bid form and other required forms and documents to be submitted with the bid."*
- *Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."*
- *35.18(A) states, "A purchase of or contracts for commodities or services that is estimated by the Chief Procurement Officer to cost more than \$25,000 shall be based on sealed competitive solicitations as determined by the Chief Procurement Officer, except as specifically provided herein."*
- *Section 35.19 of the City's Code of Ordinances is titled "SEALED COMPETITIVE BIDDING PROCEDURE."*
- *Section 35.19(A) states "All sealed competitive solicitations as defined in § 35.18 shall be presented to the City Commission for their consideration prior to advertisement."*
- *Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."*
- *Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."*
- *Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."*

SUMMARY EXPLANATION AND BACKGROUND:

1. On November 4, 2020, the City Commission authorized the advertisement of IFB # TS-20-10 "ExaGrid Support and Maintenance Renewal", which was advertised on November 10, 2020.
2. The purpose of this solicitation was to provide the requested annual ExaGrid Support and Maintenance Renewal for the City of Pembroke Pines. Exagrid is the City's hardware for data backup.
3. On December 1, 2020, the City opened three (3) bids from the following vendors:

Vendor	Total
Mvation Worldwide, Inc.	\$34,972.80
ACP CreativIT, LLC	\$34,989.85
Howard Technology Solutions A division of Howard Industries Inc.	\$36,554.00

4. Mvation Worldwide, Inc. was deemed unresponsive for failure to submit completed versions of required forms Attachment A - Contact Information Form, Attachment B - Non-Collusive Affidavit, and Attachment C - Proposer's Qualifications Statement.
5. The Technology Services Department has reviewed all of the bids and has deemed ACP CreativIT, LLC as the most responsive/responsible bidders.
6. In addition, ACP CreativIT, LLC, Inc. has completed the Equal Benefits Certification Form and have stated that the "Contractor currently complies with the requirements of this section."
7. Request Commission to award IFB # TS-20-10 "ExaGrid Support and Maintenance Renewal " to the most responsive/responsible bidder, ACP CreativIT, LLC, in the amount not to exceed \$34,989.85.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$34,989.85
- b) **Amount budgeted for this item in Account No:** Funds are available under account coding # 1 -513-2002-46801 (I.T. Maintenance).
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project:** Not Applicable.
- e) **Detail of additional staff requirements:** Not Applicable.