



Legislation Text

File #: 21-0182, **Version:** 1

MOTION TO AWARD IFB # RE-20-03 "PURCHASE AND INSTALL UPS EQUIPMENT FOR CITY CENTER EOC" TO THE MOST RESPONSIVE/RESPONSIBLE BIDDER, UP SYSTEMS OF FLORIDA CORPORATION IN THE AMOUNT NOT TO EXCEED \$152,900, WHICH INCLUDES AN OWNER'S CONTINGENCY IN THE AMOUNT OF \$13,900.

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 December 16, 2020, the City Commission authorized the advertisement of IFB # RE-20-03 "Purchase and Install UPS Equipment for City Center EOC" which was advertised on December 22 2020.
2. The purpose of this solicitation was to provide and install a new UPS (Uninterruptible Power System) to support the City's EOC at City Hall. The UPS automatically maintains power to the critical load without interruption during failure or deterioration of the normal power source. As a result, in the event that City Hall and/or the EOC were to lose power, the UPS would keep the critical IT infrastructure operating until the City's Generators were to turn on, or in the event that the Generators failed, it would keep the systems operational, without interruption or need to re-boot the systems when the normal power source is restored.
3. On January 26, 2021, the City opened three (3) proposals from the following vendors:

Vendor Name	Total Cost
UP Systems of Florida Corporation	\$ 139,000.00
Eola Power, LLC	\$ 142,000.00
VPR Construction Corporation	\$ 177,549.46

4. The Recreation & Cultural Arts Department, which oversees the maintenance and mangement of the City Hall Building, has reviewed the proposals and has deemed UP Systems of Florida Corporation to be the most responsive/responsible bidder. In addition, the Technology Services Director, Emergency Mangement Director, and Public Services Director have also reviewed proposal from UP Systems of Florida Corporation and agree to move forward with the award.
5. In addition, UP Systems of Florida Corporation has also completed the Equal Benefits Certification Form and has stated that the "Contractor currently complies with the requirements of this section."
6. The Recreation & Cultural Arts Department would like to add an owner's contingency fee to the project to cover any additional services needed which will increase the total cost from \$139,000 to \$152,900.
7. Request Commission to award IFB # RE-20-03 "Purchase and Install UPS Equipment for City Center EOC" to the most responsive/responsible bidder, UP Systems of Florida Corporation in the amount of \$152,900, which includes an owner's contingency fee of \$13,900.

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$152,900.
- b) **Amount budgeted for this item in Account No:** Funds are available in account # 320-572-7001-662300-0000-000-0000-00672 (City Hall/Gallery/Chambers).
- c) **Source of funding for difference, if not fully budgeted:** Budget Adjustment will be done for

\$2,900 from 320-513-2002-663993-0000-000-0000-00672 to 320-572-7001-662300-0000-000-0000-00672

d) 5 year projection of the operational cost of the project: Not Applicable.

e) Detail of additional staff requirements: Not Applicable.