

# MANATEE COUNTY GOVERNMENT INTENT TO AWARD

<b>RFP/RFQ No.</b>	18-R068672GD	<b>DATE POSTED</b>	MC <u>7/16 AT</u> DS <u>7/16 AT</u>	CC <u>N/A</u> BCC <u>N/A</u>
<b>PROCUREMENT REPRESENTATIVE</b>	Greg Davis	<b>PROJECTED AWARD DATE</b>	July 13, 2018	
<b>DEPARTMENT</b>	12 <sup>th</sup> Judicial Court	<b>AUTHORIZED BY DATE</b>	Theresa Webb, CPPO, CPPB, CPSM, C.P.M., Procurement Official <u>TWebb 7/6/2018</u>	

## NOTICE OF INTENT TO AWARD

The Manatee County Procurement Division provides notice of its intent to award a contract with Audio Fidelity Communications dba Whitlock for the provision of Judicial Center Biamp Upgrade.

## ENABLING/REGULATING AUTHORITY

Manatee County Procurement Ordinance, Sec 2-26.

## BACKGROUND/DISCUSSION

Manatee County issued Request for Proposal 18-R068672GD for Judicial Center Biamp Upgrade. The Twelfth Judicial Circuit Court requires an integrator to replace 29 Biamp AudiaFlex mixers at the Manatee County Judicial Center with Biamp Tesira mixers. The Biamp AudiaFlex controls the courtroom audio from various inputs including microphones, cart line inputs and Cobranet inputs. Courtroom outputs include PA Systems via crown amplifiers, assisted listening devices, video conferencing, and audio recording for 24 courtrooms and 2 meeting rooms. The firm must be a certified integrator for Biamp Systems Tesira products and will furnish all equipment, labor, materials, supplies, licensing, transportation, and other components necessary to provide integration services meeting the requirements of the County.

The solicitation was advertised on the Manatee County website and DemandStar. It was also provided to the Manatee County Chamber of Commerce and the Manasota Black Chamber of Commerce for release of its members. Responses were received from the following firms:

1. Audio Fidelity Communications dba Whitlock Longwood, FL 32750

## EVALUATION COMMITTEE MEMBERS:

Greg Davis, Procurement, Financial Management Department, non-voting member

Dennis Menendez - Chief Information Officer, 12<sup>th</sup> Judicial Court of Florida

Chris Griner - IT Team Leader, Information Technology Department

Jeff Taylor - Assistant Chief Technology Officer, Clerk of the Circuit Court

**EVALUATION RESULTS SUMMARY:**

The Evaluation Committee first convened on May 30, 2018 and conducted technical evaluations of the one (1) responsible, responsive, proposals received. The Evaluation Committee met on June 6, 2018 for final technical evaluations and unanimously voted to recommend award to Whitlock.

**TECHNICAL EVALUATIONS**

Attached is a copy of the strengths and weaknesses identified by the Evaluation Committee for the one (1) proposal.

The Evaluation Committee requested clarification from Whitlock. After discussion of the answers provided, the Evaluation Committee determined Whitlock had provided sufficient information to complete their evaluation of the firm. The Evaluation Committee came to consensus to make an award recommendation to Whitlock.

The Evaluation Committee unanimously recommends award to the County Administrator to the following firm(s):

Audio Fidelity Communications dba Whitlock

<p><b>ATTACHMENTS</b> (List in order of attached)</p>	<p>RFP No. 18- R068672GD Scoring Summary</p>	<p>12<sup>th</sup> Judicial Court Acct. 1940018001- 564000</p> <p><b>NAME OF FUNDING SOURCE</b></p>
<p><b>COST</b></p>	<p>\$367,211.23</p>	<p><b>FUNDS VERIFIED</b> Yes</p>

<b><u>Technical Evaluation Form</u></b> <b>for</b> <b>Judicial Center Biamp Upgrade</b> <b>18-R068672GD</b> <b>Request for Proposal</b> <b>Response: 05/17/2018</b> <b>Manatee County Government</b> <b>Procurement Division</b> <b>Bradenton, FL</b>	<b>Proposer &amp; Team's Experience</b>	<b>Capacity</b>	<b>Approach</b>	<b>Fee Proposal</b>	<b>PERCENTAGE OF PERFECT SCORE</b>
<b>Maximum Score</b>	25	30	30	10	95
<b>Whitlock</b>	25.0	27.0	22.7	10.0	84.7

**Technical Evaluation Team Members:**

Dennis Menendez; Jeff Taylor; Chris Griner



Judicial Center Biamp Upgrade  
18-R068672GD  
Request for Proposal

Evaluation Meeting No. 1: 5/30/2018  
Evaluation Meeting No. 2: 6/6/2018

Evaluation Team Members:  
Dennis Menendez; Jeff Taylor; Chris Griner

Response: 05/17/2018

1	Dennis Menendez	Jeff Taylor	Chris G	Score	Proposer & Team's Experience	25
					Background & previous experience of integrating Biamp products Experience and qualifications of subcontractors (if applicable) Client references (minimum of 3)	Experience and qualifications of key staff Unique accomplishments, awards
					Strengths	Weaknesses
Whitlock	25.0	25.0	25.0	25.0		
2	Dennis Menendez	Jeff Taylor	Chris G	Score	Capacity	30
					Staffing resources locally and corporately Roles of any subcontractors or joint-ventures' Plans for using County citizens for provision of goods and services General statement of financial capacity Ownership interests in other entities proposed for services Current and projected workloads	
					Strengths	Weaknesses
Whitlock	26.0	28.0	27.0	27.0	Good Resumes with experience Good depth of skills – 3 key personnel will likely support Project schedule had good start and end date	Project Management schedule needs more detail for Phase 1 on-site
3	Dennis Menendez	Jeff Taylor	Chris G	Score	Approach	30
					Technical ability to perform all facets of scope Details of implementation plan and project schedule Resources, technology, equipment and drawing specifications to meet Section B and attachments Accessibility to meet with County, as requested Details of proposed equipment List of three (3) successful projects integrating Biamp Tesira products Risk management plan	
					Strengths	Weaknesses
Whitlock	24.0	24.0	20.0	22.7	Daily & weekly field reports Project Management & Status meeting weekly Good documentation provided at end of project	Talked about Orlando and not Manatee on MS Project Schedule MS Project Schedule could have had lower level tasks described Working Hours not defined and well described in response. RFP was specific Require 10 working day notice??
4	Dennis Menendez	Jeff Taylor	Chris G	Score	Fee Proposal	10
					Scoring for fees will be calculated by Procurement Fee proposals and scores will be provided to committee at the conclusion of initial technical evaluations	
					Strengths	Weaknesses
Whitlock	0.0	0.0	0.0	10.0	Fee Proposal within Department defined budget	Integration and Programming Cost appeared high. Request more details