

MANATEE COUNTY GOVERNMENT INTENT TO AWARD

SUBJECT	Audio / Visual Systems – Service, Maintenance, & Repair	DATE POSTED	MC <u>✓ SE 3/3/14</u> DS <u>X</u> CC <u>X</u>
PURCHASING REPRESENTATIVE	Bonnie Sietman, Sr. Buyer x3046 BS	DATE CONTRACT SHALL BE AWARDED	Contingent upon the acceptance of Purchasing Official (7 days)
DEPARTMENT	County Blanket (Req by Property Mgmt)	CONSEQUENCES IF DEFERRED	N/A
SOLICITATION	RFQ #14-0618BS	AUTHORIZED BY DATE	2/26/2014

NOTICE OF INTENT TO AWARD

Notice of Intent to Award, Request for Quotation #14-0618BS, Audio / Visual Systems – Service, Maintenance, and Repairs on an “as required” basis to the lowest, responsive, responsible quoter BCI Integrated Solution located at 5139 West Rio Vista Avenue, Tampa, Florida 33634.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

- This procurement is for audio / visual system – service, maintenance, and repairs on an “as required” basis – Manatee County blanket order agreement.
- Award is to the lowest, responsive, responsible quoter meeting specifications.
- The term of this agreement is one (1) year with two (2) twelve (12) month renewal options not to exceed total agreement duration of thirty six (36) months.
- The annual estimated expenditure is approximately \$22,000.00.
- The intent of this Request for Quotation (RFQ) is to establish a single source.
- The County solicited Request for Quotation #14-0618BS for Audio / Visual Systems – Service, Maintenance, and Repairs from December 13, 2013 through February 27, 2014, appropriate quotation procedures were followed.
- Notice of RFQ #14-0618BS was solicited directly to three (3) companies and uploaded on MyManatee.org.

ATTACHMENTS (List in order of attached)	•	FUNDING SOURCE (Acct Number & Name)	<input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	Annual Estimate \$22,000.00	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	Manatee County Blanket Order

- One (1) vendor submitted a quotation (below) and two (2) no quotations were received from AVI-SPL and Encore Broadcast Solutions.

<u>RFO #14-0618BS</u>		<i>Becker Communications, DBA BCI Integrated Solutions Tampa, FL</i>	
<i>Audio / Visual Systems - Service, Maintenance, and Repair</i>			
<u>Annual Estimated Hours</u>	<u>Description</u>	<u>Price / hour / project</u>	<u>Extended Pricing</u>
25	Critical Hourly Rate: Normal time (M-F, 8-5) (MCPM on site time only, no travel charges will be accepted)	\$110.00	\$2,750.00
100	Hourly Rate: Normal time (M-F, 8-5) (MCPM On site time only, <u>no travel charges</u> will be accepted)	\$69.00	\$6,900.00
20	Hourly Rate: Overtime (Hours other than M-F, 8-5) (MCPM On site time only, no travel charges will be accepted)	\$110.00	\$2,200.00
●	Discount off of MSRP _____ % of \$2,500.00 (annual parts estimate)	10%	\$2,250.00
1	(Annual) Cost for 8 hours of <u>Technician</u> level Training at the Public Safety Center	\$690.00	\$690.00
1	Annual) Cost for 8 hours of <u>Technician</u> level Training at the Manatee County Administration Building	\$690.00	\$690.00
1	Cost for 2 hours of <u>User</u> level training at the Public Safety Center	\$276.00	\$276.00
1	Annual Inspection Report Cost of Actual Written Inspection of all equipment listed on Inventory Log (attachment)	\$6,240.00	\$6,240.00
<u>Grand Total</u>			\$21,996.00

- February 20, 2014, received an email from Colby Zachery, Property Management A/V Systems Technician, recommending award to BCI Integrated Solutions.

/bls