Boone County Purchasing

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NOTICE OF AWARD MEMORANDUM

TO: Melinda Bobbitt, Director and File
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: June 28, 2024
RE: Award of C000830 from RFB 27-18JUN24 - Computer Hardware Maintenance and Repair, Term and Supply for the Boone County IT Department

Request for Bid 27-18JUN24 solicited bids for Computer Hardware Maintenance and Repair for the Boone County IT Department. Four bids and two "No Bids" were received:

1) Dynamic Advantage, Inc. of Queens, New York
2) AMTEK Computer Services (Logix Service Inc.) of San Clemente, California
3) The Jasper Group International, Inc. of Delray Beach, Florida
4) NPA Computers of Holbrook, New York
5) Marco Technologies of Jefferson City, Missouri (No Bid)
6) TEKDOC Computers of Columbia, Missouri (No Bid)

The bids have been reviewed by the Purchasing Department and the IT Department.

Dynamic Advantage did not price item 4.10.17. The bidder also did not submit renewal percentages with their original bid but I clarified and confirmed that their renewal percentage price adjustment was zero-percent. IT requires that all identified equipment be covered. The instructions on the vendor Response and Pricing Pages directed all bidders to price all line items. For this reason, Dynamic Advantage's bid has been removed from further consideration for an award.

For the same reason of failing to submit pricing for all line items, the bid from AMTEK is unacceptable because AMTEK bid "time and materials" for line items 4.10.13 through 4.10.20 and line item 4.10.28. An hourly price was quoted but no materials pricing was submitted – it is not possible to compute a firm price for the items that AMTEK responded to in this manner.

NPA Computers and Jasper International bid all line items. The cost evaluation shows that NPA Computers is lower priced for all items at a total price of $9,075.46 compared to Jasper International's total price of $10,021.94. It is noted for the record that the cost evaluation included pricing for the original contract period and all four renewal options. An additional note is that Jasper International's originally submitted pricing was not monthly pricing; it was instead annual pricing. In order to conduct an apple-to-apple comparison to NPA Computer's monthly pricing, I divided the quoted annual price by 12 to get a monthly price for Jasper International that was used in the cost evaluation.

The award of contract C000830 has been prepared to NPA Computers of Holbrook, New York as the "lowest and best" bid. IT has recommended the award to NPA Computers (see attached e-mail from Victoria Walter of the IT Department dated 6/26/24).

This is a Term and Supply contract for the Boone County IT Department. Payments for services will reference the following coding with the corresponding budgeted amounts:

Department	Description	Object Code	Description	2024 Budget
1172	GF IT Hardware & Software	60051	IT Equipment Service Contract	$720.00
2901	LEST Sheriff Operations	60051	IT Equipment Service Contract	$8,082.00
2083	R&B IT Hardware & Software	60051	IT Equipment Service Contract	$960.00
1176	GF IT GIS	60051	IT Equipment Service Contract	$708.00
1171	GF IT Facilities Security	60051	IT Equipment Service Contract	$4,680.00
2708	911/EM IT Hardware & Software	60051	IT Equipment Service Contract	$2,760.00
2012	ASR IT Hardware & Software	60051	IT Equipment Service Contract	$900.00

Attachments: Cost Evaluation for NPA and Jasper, and Bid Tabulation

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