SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 **OPEN DATE: 2020-07-01**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED:** 2 **OTHERS:** 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2023 through date of award.

Recommend approval to utilize the second of three (3) one-year renewal options with Emtec, Inc. for Managed Desktop Services. The period of service will be from date of award through September 30, 2024. Revised estimated annual expenditure not to exceed $745,000.00. The revised total award expenditure not to exceed $2,946,005.00.

Funding Source: 53101.113001.534100.000000.00000000.00000.0000000, to be executed by formal contract amendment no. 6 (City Contract #70529-21) through the Office of General Counsel.

Attachments: Recommendation Memo, Vendor Email, Previous Awards

Analyst: _____ Corey Sidlo

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Wanyoni Kendrick, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: October 13, 2023

TO: Dustin L. Freeman, Chief of Procurement Division

THROUGH: Wanyonyi Kendrick, Chief of Information Technologies / CIO

Wanyonyi Kendrick — Digitally signed by Wanyonyi Kendrick Date: 2023.11.22 13:05:42 -05'00'

FROM: Thomas Ossi, Technology Contract and Records Manager

Thomas Ossi — Digitally signed by Thomas Ossi Date: 2023.10.13 16:35:43 -04'00'

SUBJECT: **ESC-0455-20 - Managed Desktop Services**

The Information Technologies Division (ITD) requests approval to exercise the second of (3) three one-year renewal options on supply contract ESC-0455-20 Managed Desktop Services awarded to Emtec, Inc. The period of services for the renewal will begin October 1, 2023, through September 30, 2024.

ITD Management is requesting an increase to the award in the amount of $745,000.00.

The current award will increase from $2,201,005.00 to a revised total expenditure not to exceed amount of $2,946,005.00. Upon award approval, ITD will request a formal contract amendment number six to City Contract #70529-21 through the Office of General Counsel.

FUNDING SOURCE: 53101.113001.534100.000000.00000000.00000

Your favorable consideration of ITD's request is appreciated.

Attachments: City Contract 70529-21
ESC-0455-20
Emtec, Inc. Letter

CC: Amy Hills, Desktop Services Manager
William Costa, Technology Infrastructure Manager
Elizabeth Brown, IT Operations Manager
Andre Conyers, IT Contract Administrator

Emtec.
Business & Technology Empowered

October 12, 2023

Thomas Ossi
Technology Contract and Records Manager
City of Jacksonville
Information Technologies Division
214 N. Hogan Street, 9th Floor
Jacksonville, FL 32202

Dear Mr. Ossi –

Emtec, Inc. would like to exercise the second of three (1) year renewal options for Bid No. ESC-0455-20 Managed Desktop Services.

FY2024 period of services October 1, 2023, through September 30, 2024.

Best regards,

Douglas Goodall
Managing Partner

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 **OPEN DATE: 2020-07-01**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED:** 2 **OTHERS:** 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase the award by $163,036.00 with EMTEC, INC. for Managed Desktop Services for additional hours to complete on-going projects for JSO, JFRD, and FY2023 budgeted Hardware Refresh deployments. The revised total award expenditure not to exceed $2,201,005.00. The period of service will remain the same until September 30, 2023.

Funding Source(s): 53101.113001.534100.000000.00000000.00000.0000000
53104.113401.534100.000000.00000000.00000. 0000000

To be executed by formal contract amendment no. 5 (City Contract #70529-21) through the Office of General Counsel.

Attachments: Recommendation Memo, Previous Awards

Analyst: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ FOR: DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 7/6/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 7/10/23

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 **OPEN DATE: 2020-07-01**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED:** 2 **OTHERS:** 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to ratify the period of service from October 1, 2022 through date of award

Recommend approval to utilize the first of three (3) one year renewal options with EMTEC, INC for Managed Desktop Services. The period of service will be from date of award through September 30, 2023. The requested annual expenditure not to exceed $675,000.00. The revised total award expenditure not to exceed $2,037,969.00.

Funding to be encumbered by account 53101.113001.534100.000000.00000000.00000.0000000, to be executed by formal contract amendment no. 4 (City Contract #70529-21) through the Office of General Counsel.

Attachments: Recommendation Memo, Vendor Email, Previous Awards

Analyst: _____ RUBEN OLA

RESPECTFULLY SUBMITTED: _____ JUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 12/1/2022

Thomas Ossi _____ OTHER _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE 12/1/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of:
Executive Order No. 2019-02

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 OPEN DATE: 2020-07-01

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED:** 2 **OTHERS:** 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS.
Recommend approval to amend and increase the award by $40,943.00 with EMTEC, INC for Managed Desktop Services technicians additional hours. The revised total contract expenditure not to exceed $1,362,969.00. The period of service will remain the same until September 30, 2022. All other pricing, terms and conditions shall remain in effect and unchanged.

Funding to be encumbered by account 53101.113001.534100.000000.00000000.00000.0000000, to be executed by formal contract amendment no. 2 (City Contract #70529-21) through the Office of General Counsel

Attachments: Recommendation Memo, Previous Awards

Analyst: RUBEN OLA **RESPECTFULLY SUBMITTED:** GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE 9/15/2022

Thomas Gos

Teresa R Echay

Wilfred Reed

OTHER

ACTION OF AWARDING AUTHORITY DATE 9/15/22

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2019-02

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 **OPEN DATE: 2020-07-01**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 **NUMBER RECEIVED:** 2 **OTHERS:** 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase the contract award by $23,240.00 with EMTEC, INC. for MANAGED DESKTOP SERVICES. This is for Jacksonville Sheriff's Office (JSO) laptop deployment project. The revised total contract expenditure not to exceed $1,322,026.00. The period of service will remain the same until September 30, 2022. All other pricing, terms and conditions shall remain in effect and unchanged

Funding to be encumbered by account 00111 552104.534100.000000.00000000 00000, to be executed by formal contract amendment (City Contract #70529-21) through the Office of General Counsel.

Attachments: Recommendation Memo, Vendor Quote, Previous Award

Analyst: RUBEN OLA

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE: 5/26/2022

OTHER:

ACTION OF AWARDING AUTHORITY DATE 5/27/2022

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20

OPEN DATE: 2020-07-01

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 NUMBER RECEIVED: 2 OTHERS: 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase the contract award by $127,490.00 with EMTEC, INC. for MANAGED DESKTOP SERVICES City shall pay for PC Refresh Installation at the rate of $110.00 per device and will deploy an estimated 1,159 devices. The revised total contract expenditure not to exceed $1,298,786.00.
All other pricing, terms and conditions shall remain in effect and unchanged.

Funding to be encumbered by account 53104.113401.534100.000000.00000000.00000.0000000, to be executed by formal contract amendment (City Contract #70529-21) through the Office of General Counsel.

Attachments: Recommendation Memo, Previous Award

Analyst: RUBEN OLA

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE. 4/15/2021

OTHER:

SUBJECT: MANAGED DESKTOP SERVICES

BID #: ESC-0455-20 OPEN DATE: 2020-07-01

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) TWO-YEAR PERIOD OF SERVICE WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 35 NUMBER RECEIVED: 2 OTHERS: 3

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to the highest scoring responsive, responsible bidder EMTEC, INC. in the amount of $1,171,296.00 for MANAGED DESKTOP SERVICES. Period of service will be from October 1, 2020 and continue for two (2) years with three (3) one (1) year renewal options. Below are the bidders with the following scoring ranking:

1. EMTEC, INC. 153.00 points
2. INTERDEV, LLC – 110.67 points

Funding to be encumbered by account 53101.113001.534100, to be executed by formal contract through the Office of General Counsel.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Scoring Matrix, Description of Services

Analyst: RUBEN OLA

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE: 8/06/20

OTHER:

CTION OF AWARDING AUTHORITY DATE

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION