SUBJECT: CISCO SMARTNET SUPPORT & MAINTENANCE

BID #: SC-0304-17 **OPEN DATE: 2016-11-02**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT:
SUPPLY CONTRACT – NOVEMBER 1, 2016 THROUGH OCTOBER 31, 2017

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 10 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject all bids; CDW Government is being rejected for not submit pricing on the bid proposal form as required in the Terms and Conditions, EnPointe Technologies Sales, LLC., is being rejected for not bidding on all items as required in the Terms and Conditions. The Information Technologies Division will rebid at a later date.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Rejection Letters

Analyst: _____ CHELSEY RENFROE

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 GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

11/04/16 13:27:46
COJ - Procurement Division

November 4, 2016

TO: **Greg Pease, Chief of Procurement Division**

THRU: **Kenneth E. Lathrop, Chief of Information Technologies / CIO** Kenneth E. Lathrop

FROM: **Thomas Ossi, Technology Contract and Records Manager** Thomas Ossi

SUBJECT: **Cisco Smartnet Support and Maintenance - BID # SC-0304-17**

ITD Management submitted an RFP to Procurement Division for solicitation of Cisco SmartNet Support and Maintenance Bid # SC-0304-17 for Information Technologies Division and Jacksonville Sheriff's Office.

Procurement Division received two (2) vendor responses and zero (0) no bids for BID# SC-0304-17. The bid open date was November 2, 2017 and Procurement provided bid responses and tabulation for our review.

As indicated and recorded on the bid tabulation sheet CDW Government LLC did not submit a bid proposal form as required. En pointe Technologies Sales, LLC did not submit pricing on all items in the bid.

Procurement Division has recommended that all vendor bids for SC-0304-17 be rejected for the reasons as stated and ITD concurs.

ITD Management recommends a rebid for Cisco Smartnet Support and Maintenance for Information Technologies Division and Jacksonville Sheriff's Office.

CC: **Michael Rooney, Network and Telecom Infrastructure Manager, ITD**

BID TABULATION SHEET

Title: CISCO SMARTNET SUPPORT & MAINTENANCE Bid # SC-0304-17 Bid Date: 11/2/16 Buyer: CHELSEY RENFROE No. Invited: 10 No. Received: 2 No Bids: 0 Recorded By: Gail Sampson 11/2/2016 Date	CDW GOVERNMENT	EN POINTE TECHNOLOGIES SALES, LLC.
	TOTAL	TOTAL
COJ TOTAL PRICE:		
JSO TOTAL PRICE:		
TERMS:	NET30	NET30
DELIVERY:	2-10 Business Days	NOT STATED
CONFLICT OF INTEREST:	Yes	NOT SIGNED
ADDENDUMS 0	N/A	N/A
NOTES:	VENDOR BEING REJECTED DUE TO NO PRICING STATED ON BID FORMS	VENDOR BEING REJECTED FOR NOT BIDDING ON ALL ITEMS

TERMS AND CONDITIONS

CISCO SMARTNET SUPPORT & MAINTENANCE

SCOPE

The Information Technologies Division and Jacksonville Sheriff's Office of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s) / service(s) and to obtain pricing commitments for Cisco SmartNet software and maintenance as listed in the bid documents.

AWARD

Award will be ALL OR NONE to the lowest responsive, responsible bidder for the combined total of both groups (COJ Total and JSO Total). Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

TERM OF AGREEMENT

The terms of this agreement is for one (1) year to begin November 1, 2016 through October 31, 2017.

STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems necessary anytime during the contract period.

ESCALATION/DE-ESCALATION

All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

DELIVERY

Information Technologies Division, 214 North Hogan Street, 9th Floor, Jacksonville, Florida 32202. ITD Contact Server Infrastructure Manager. As needed: A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure. Inside delivery ONLY and if on pallets, must be broken down for delivery.

PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

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PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

November 4, 2016

230 N. Milwaukee Ave.
Vernon Hills, IL 60061

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: CDW Government LLC.

CONTACT NAME: Victoria Bozzuto

BID NUMBER: SC-0304-17

NAME OF BID: Cisco SmartNet Support & Maintenance

DATE OPENED: November 2, 2016

REASON FOR REJECTION:

Vendor is being rejected for not submitting pricing on the Bid Proposal Form provided, as required in the Terms and Conditions:

"Bid only on forms provided herein unless otherwise stated."

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, AT CRENFROE@COJ.NET.

ANALYST'S SIGNATURE: _____
CHELSEY RENFROE

Renfroe, Chelsey

From: Renfroe, Chelsey
Sent: Friday, November 04, 2016 3:53 PM
To: 'John Vrablik'
Subject: SC-0304-17 Cisco SmartNet Support & Maintenance - Notification
Attachments: CDW Notification.pdf

Please see the attached notification for subject bid.

Thank you,
Chelsey Renfroe
Purchasing Analyst
Procurement Division
City of Jacksonville
crenfroe@coj.net
Direct 904.255.8826

Jacksonville
Where Florida Begins.

PROCUREMENT DIVISION

Jacksonville
Where Florida Begins.

November 4, 2016

1940 E. Mariposa Ave.
El Segundo, CA 90245

NOTIFICATION OF FORMAL BID REJECTION

BIDDERS' NAME: En Pointe Technologies Sales LLC

CONTACT NAME: Shahzad Munawwar

BID NUMBER: SC-0304-17

NAME OF BID: Cisco SmartNet Support & Maintenance

DATE OPENED: November 2, 2016

REASON FOR REJECTION:

Vendor is being rejected for not submitting pricing on all items, as required in the Terms and Conditions:

"Bidders must bid on all items to be considered for award."

IF YOU WISH TO PROTEST THE RECOMMENDED REJECTION OF THIS BID, PLEASE RESPOND IN ACCORDANCE WITH THE CITY OF JACKSONVILLE BID PROTEST PROCEDURES. DIRECT ALL PROTEST TO THE RESPECTIVE ANALYST/BUYER, AT CRENFROE@COJ.NET.

ANALYST'S SIGNATURE: _____
CHELSEY RENFROE

Renfroe, Chelsey

From: Renfroe, Chelsey
Sent: Friday, November 04, 2016 3:52 PM
To: 'sisrar@enpointe.com'; 'bidteam@enpointe.com'
Subject: SC-0304-17 Cisco SmartNet Support & Maintenance - Notification
Attachments: EnPointe Notification.pdf

Please see the attached notification for subject bid.

Chelsey Renfroe
Purchasing Analyst
Procurement Division
City of Jacksonville
crenfroe@coj.net
Direct 904.255.8826

Jacksonville
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