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SUBJECT: LAPTOP AND ACCESSORIES FOR JFRD

BID #: XF-0328-22 **OPEN DATE: 03/09/2022**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: ONE-TIME PURCHASE

AGENCY: FIRE/RESCUE

BASIS OF AWARD: ALL OR NONE, TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 44 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to Insight Public Sector, Inc., as the lowest responsive, responsible bidder for Laptop and Accessories for the Jacksonville Fire and Rescue Department. Period of service is one (1) year from date of award. Total estimated expenditure not to exceed $77,710.50.

Funding for this award to be encumbered by account: 11415.194094.564270.010349.00000000.00000.0000000 - to be executed by Purchase Order.

Attachments: Recommendation Memo, Tabulation Sheet, Terms and Conditions

Analyst: _____ OLIVE WALLACE-COHEN

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: KEITH POWERS, DIRECTOR/FIRE CHIEF

(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 _____

FIRE AND RESCUE DEPARTMENT

March 18, 2022

TO: Gregory Pease, Chief of Procurement

FROM: Keith Powers, Director/Fire Chief

RE: Bid # XF-0328-22 Laptop & Accessories for JFRD

The Jacksonville Fire and Rescue Department has reviewed responses for subject bid and recommend approval of awarding PO to Insight Public Sector as the lowest responsive bidder in the amount of $77,710.50

Total Award: $77,710.50

Funding Source: 11415.194094.564270.010349.000000.00000.0000000

If you have any questions, please contact Dan Pearson at (904) 255-3265.

KP/dp

TERMS AND CONDITIONS
LAPTOP AND ACCESSORIES (JFRD)

1. SCOPE
The City of Jacksonville's Fire and Rescue Department is currently accepting bids to obtain a source of supply for the items/services 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 items/services and to obtain pricing commitments for **Laptop and Accessories (JFRD)** as listed in the bid documents.

2. AWARD
Award will be **All or None** to the lowest responsive, responsible bidder. The City reserves the right to reject any or all bids, whichever is in the best interest of the City. ALL awards are subject to the availability of funds.

- As per Section 126.114 of the City of Jacksonville Ordinance Code, preference will be given to a responsive and responsible vendor offering American manufactured, assembled, or produced goods, and who is within 5% of the lowest responsive and responsible bidder. To receive this preference, the bidder must complete the attached Buy American Preference Compliance Certificate and attach supporting documentation and/or evidence attesting that at least 51% offered in the bid response is manufactured, assembled or produced in the United States..
    - Bidder is not required to submit for the Buy American Preference. Bidders may quote items less than 51% American made but will not be eligible for the preference.
    - Restrictions and exemptions may apply. Please refer to Section 126.114 for specifics.

3. TERM OF AGREEMENT
One-Time Purchase

4. PRE-BID CONFERENCE
Not Applicable

5. COMPLIANCE WITH SPECIFICATIONS
The bidder, by affixing their signature to the bid form submitted, agrees to provide the items/services 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.

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

7. 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 add or delete items, or increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period.

8. PRICES

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

9. 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.

10. DELIVERY

Delivery shall be to Jacksonville Fire and Rescue Department, *355 S. Ellis Road, Jacksonville, Florida 32254 Attn: Logistical Support.* 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 price, and unit of measure.

11. 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.

12. 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.

13. 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.

14. 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 or contract 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.

15. 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.

TITLE: LAPTOP AND ACCESSORIES (JFRD)

BID NO: XF-0328-22

OPEN DATE: 03/09/22

ANALYST: Olive Wallace-Cohen

NO. INVITED: (44) No. Received: (5) No Bids: (0)

RECORDED BY: MELISSA PIERCE

ANNOUNCER: PEARL MITCHELL

ITEM #	DESCRIPTION	QUANTITY	UOM	INSIGHT PUBLIC SECTOR Unit Price	INSIGHT PUBLIC SECTOR EXTENDED PRICE ($)	DANA SAFETY Unit Price	DANA SAFETY EXTENDED PRICE ($)	CDW GOVERNMENT, LLC Unit Price	CDW GOVERNMENT, LLC EXTENDED PRICE ($)	PRINCETON IT SERVICES Unit Price	PRINCETON IT SERVICES EXTENDED PRICE ($)	ACA COMPUTER INTEGRATOR, INC Unit Price	ACA COMPUTER INTEGRATOR, INC EXTENDED PRICE ($)
1	Panasonic Toughbook 55 – 14" Core i7 1185G7 – 16 GB RAM – 512 GB SSD Mfg. Part # FZ-55FZ-14VM	18	EA	$ 2,962.63	$ 53,327.34	$ 3,226.32	$ 58,073.76	$ 3,093.75	$ 55,687.50	$ 3,470.13	$ 62,462.34	$ 4,037.06	$ 72,667.08
2	Panasonic Public Sector Service Package - extended service agreement – 2 ye Mfg. Part # CF-SVCPSY5	18	EA	$ 503.01	$ 9,054.18	$ 525.24	$ 9,454.32	$ 560.00	$ 10,080.00	$ 566.97	$ 10,205.46	$ 935.99	$ 16,847.82
3	Panasonic Battery Back for Toughbook 55 MK1 FZ-VZSU1HU	18	EA	$ 107.88	$ 1,941.84	$ 112.65	$ 2,027.70	$ 114.22	$ 2,055.96	$ 120.35	$ 2,166.30	$ 170.81	$ 3,074.58
4	Panasonic Vehicle Dock with Dual Pass-through Antenna for Toughbook 55 Mfg. Part # HA-55LVD2	18	EA	$ 640.22	$ 11,523.96	$ 605.72	$ 10,902.96	$ 550.00	$ 9,900.00	$ 703.25	$ 12,658.50	$ 842.38	$ 15,162.84
5	LIND PA1580-1642 – car power adapter – 120 Watt Mfg. Part # CF-LNDDC120	18	EA	$ 103.51	$ 1,863.18	$ 108.03	$ 1,944.54	$ 105.00	$ 1,890.00	$ 113.49	$ 2,042.82	$ 162.62	$ 2,927.16
	GRAND TOTAL				$ 77,710.50		$ 82,403.28		$ 79,613.46		$ 89,535.42		$ 110,679.48
	Insurance Acknowledgement												
	Buy American Preference			N/O		NO		NO		YES		NO	
	FORMS B THROUGH H			✓		✓		✓		✓		✓	
	Delivery			90 Days		120 Days		10 Days		45 Days		20 Days	
	Conflict of Interest:			✓		✓		✓		✓		✓	
	Addendums ( ):			N/A		N/A		N/A		N/A		N/A	
	Notes											*prices off by only a few cents	