SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15 **OPEN DATE: 03/11/2015**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the third and final renewal option with EMTEC Group, Inc. for Managed Desktop Services of Information Technologies Division. Period of service will be from July 1, 2019 through June 30, 2020. Total annual requested expenditure for this period not-to-exceed $607,560.00, for a revised total contract expenditure of $3,316,450.00.

Funding for this award to be encumbered by account AFIT531CSCS-03410, to be executed by contract amendment (contract 9494-01) through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Previous Awards

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Ken Lathrop, Division Chief and Chief Information Officer, Information Technologies Division**

(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

05/14/19 11:49:28
Procurement Division

DATE: May 10, 2019

TO: Greg Pease, Chief of Procurement Division

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

05/13/19

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

RE: **ESC-0386-15 – Managed Desktop Services (CSPEC) – Final Renewal Request**

The Information Technologies Division (ITD) requests CSPEC approval to exercise the third (3rd) and final one (1) year renewal option on ESC-0386-15 - Managed Desktop Services with Emtec Group, Inc. The period of service for the third renewal will be from July 1, 2019, through June 30, 2020.

Based on current projections, ITD will require four (4) Senior Technicians and three (3) Technicians to provide citywide desktop computer support services.

ITD Management is requesting a total amount of $607,560.00 for this period of service and an increase to the total not to exceed amount from $2,708,890.00 to $3,316,450.00. All other pricing, terms and conditions of the RFP, contract, and amendments shall remain in effect and unchanged.

Upon award approval, a request for a formal contract amendment to City Contract #9494-01 will be made through the Office of General Counsel.

FUNDING SOURCE: AFIT531CSCS–03410 $607,560.00

Your favorable consideration of this request is much appreciated.

Attachments: City Contract #9494-01 with Amendments 1, 2, 3, & 4
ESC-0386-15 Procurement Awards

CC: Alexander Ciprian, IT Contract Administrator
Bobby Thomas V., Help Desk & Data Center Operations Manager

FINANCE AND ADMINISTRATION DEPARTMENT
214 N. Hogan St. 9th Floor | Jacksonville, FL 32202 | Phone: 904.255.8000 | Fax: 904.232.6932

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15 **OPEN DATE: 03/11/2015**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award (contract No.9494-01) to EMTEC Inc. in the amount of $196,020.00 to deploy 1,782 devices for Managed Desktop Services of Information Technologies Division. The request will increase the total amount for the service period of July 1, 2018 through June 30, 2019. Total revised annual expenditure not-to-exceed $813,930.00, for a revised total contract expenditure of $2,708,890.00.

Funding for this award to be encumbered by account AFIT537-03410, to be executed by contract amendment (contract 9494-01) through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Previous Awards

ANALYST: _____ RUBEN OLA

RESPECTFULLY SUBMITTED _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: **Ken Lathrop, Division Chief and Chief Information Officer, Information Technologies Division**

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING Ø DATE 1/10/19

OTHER: _____

ACTION OF AWARDING AUTHORITY DATE 1/10/19

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15 **OPEN DATE: 03/11/2015**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second (2) of three (3), one (1) year renewal options with EMTEC, Inc., to continue providing Managed Desktop Services for the Information Technologies Division. The period of service will be July 1, 2018 through June 30, 2019. Total annual expenditure requested for this period not-to-exceed $617,910.00, for a revised contract expenditure of $2,512,870.00.

Funding for this award to be encumbered by account AFIT531CSCS-03410 to be executed by contract amendment (contract 9494-01) through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Vendor Letter, Previous Awards

BUYER: CHELSEY FLEMING

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Ken Lathrop, Division Chief and Chief Information Officer, 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 6/21/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 6/21/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15

OPEN DATE: 03/11/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award (contract No.9494-01) to EMTEC Inc. in the amount of $156,000.00 for Managed Desktop Services through June 30, 2017. Revised funding for year two of the contract not-to-exceed $690,000.00.

Recommend approval to utilize the first (1) of three (3), one year renewal options with EMTEC, Inc., to continue providing Managed Desktop Services for the Information Technologies Division. The period of service will be July 1, 2017 through June 30, 2018. Total annual expenditure requested for this period not-to-exceed $650,000.00, for a revised contract expenditure of $1,894,960.00.

Increase through June 30, 2017	$156,000.00.
First Renewal Option - July 1, 2017 through June 30, 2018	$650,000.00.

Funding for this award to be encumbered by account AFIT531CSCS-03410 to be executed by contract amendment (contract 9494-01) through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Vendor Letter, Copy of Contract, Previous Awards

BUYER: CHELSEY FLEMING

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Ken Lathrop, Division Chief and Chief Information Officer, Information Technologies Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING 0 DATE

OTHER

ACTION UPON AWARDING A CONTRACT

APPROVED

OTHER

SIGNATURE OF A THENTIC

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15

OPEN DATE: 03/11/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend award dated April 23, 2015 to increase contract No.9494-01 to EMTEC Inc. for Managed Desktop Services. The initial period of services was from date of the executed contract, July 1, 2015 thru June 30, 2017. Total estimated increase not to exceed $581,000.00. Total expenditure not to exceed $1,088,960.00.

Increase thru June 30, 2016	$47,000.00.
Increase for July 1, 2016 thru June 30, 2017	$534,000.00.

Period of service is two (2) year from date of executed contract with three (3) one (1) year renewal options. Total estimated annual expenditure not-to exceed $507,960.00

Funding for this award to be encumbered by account all531csos- 03410 to be executed by Amendment one (1) to Contract No 9494-01 through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo; Copy of Contract, Previous Awards

BUYER: KATHY NASWORTHY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Ken Lalbrec, Division Chief and Chief Information Officer, Information Technologies Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE 5/5/16

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE ____

APPROVED ____ DISAPPROVED ____

OTHER ____

SIGNATURE OF AWARDING AUTHORITY ____

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15 OPEN DATE: 03/11/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Approval was granted on April 9, 2015 to enter into negotiations with EMTEC, Inc. Negotiations commenced on April 13, 2015, concluding April 15, 2015. Pricing remained the same with EMTEC agreeing to provide added value to specific services during negotiation (Attachment A). Recommend approval of award to the responsive, responsible bidder, EMTEC Inc., to provide Option Three (3) for Managed Desktop Services. Period of service is two (2) year from date of executed contract with three (3) one (1) year renewal options. Total estimated annual expenditure not-to exceed $507,960.00

Funding for this award to be encumbered by account OPIT531CS – 03410 to be executed by formal contract through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Tabulation; Evaluation Matrix; Scoring Sheet; Contract Negotiation Notes

BUYER: KATHY NASWORTHY

RESPECTFULLY SUBMITTED
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Hope Michael, Chief Information Officer and Chief Information Officer, Information Technology Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ____ DATE 04/22/15

OTHER ____

ACTION OF AWARDING AUTHORITY DATE ____

APPROVED ____ DIS-APPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATING OFFICER ____

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-0386-15 **OPEN DATE:** 03/11/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT – TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to accept notification from Enterprise Integration Inc. indicating their request to withdraw their bid from negotiations.

Recommend approval to enter into negotiations with the second highest ranked firm, EMTEC Inc., for option three (3) to develop contract terms to formally procure services for Managed Desktop Services. In addition, recommend approval from CSPEC to discuss other options within the RFP if it is in the best interest of the City of Jacksonville. The results of the negotiations will be documented and brought back before the CSPEC Committee for approval.

ATTACHMENTS: Recommendation Memo, Tabulation, Evaluation Matrix, Scoring Sheet and Vendor Withdrawal Request

BUYER: KATHY NASWORTHY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Usha Mohan, Division Chief and Chief Information Officer, 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 ____ DATE: 04/09/15

OTHER: ____

ACTION OF AWARDING AUTHORITY DATE ____

APPROVED ____ DISAPPROVED ____

OTHER ____

SIGNATURE OF AUTHENTICATION

Lakeland Hudson III
Deputy Chief Administrative Officer
For Mayor Alvin Brown
Under Authority of
Executive Order No. 2015-01

SUBJECT: MANAGED DESKTOP SERVICES (CSPEC)

BID #: ESC-386-15 OPEN DATE: 03/11/2015

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT:
SERVICE CONTRACT TWO (2) YEAR AGREEMENT COMMENCING AT THE EXECUTION OF CONTRACT WITH THREE (3) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: TO THE HIGHEST SCORING BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: (6) NUMBER RECEIVED: (3) OTHER: (0)

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Bell Techlogix, Inc. for modifying the bid proposal form pursuant to 2.3 F of the bid specifications

Recommend approval to enter into negotiations with the highest ranked firm, Enterprise Integration, Inc for option two (2) to develop contract terms to formally procure services for Managed Desktop Services The results of the negotiations will be documented and brought back before the CSPEC Committee for approval.

ATTACHMENTS: Recommendation Memo, Tabulation, Evaluation Matrix, Scoring Sheet and Vendor Rejection Letter

BUYER: KATHY NASWORTHY

RESPECTFULLY SUBMITTED GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Usha Mohan, Division Chief and Chief Information Officer, Information Technologies Division

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

MEMBERS APPROVING 5 MEMBERS DISAPPROVING ___ DATE: 03/26/15

OTHER

ACTION OF AWARDING AUTHORITY

APPROVED

DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Chairman, Purchasing
Deputy Chief Administrative Officer
For Marvin Andrews
Under Authority
Executive Order No. [illegible]

ESC-0386-15	EMTEC Group, Inc.	
4/23/2015	$507,960.00	Award
5/6/2016	$581,000.00	Increase
6/1/2017	$806,000.00	1st Renewal Option and Increase
6/21/2018	$617,910.00	2nd Renewal Option
1/10/2019	$196,020.00	Increase
Pending	$607,560.00	3rd and Final Renewal Option

$3,316,450.00 Total Award

QWS3270X 5/20/2019 10:48 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 05/20/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 10:48 AM

FISCAL MO/YEAR : 08 2019 CURRENCY CODE :
INDEX CODE : AFIT531CSCS INFORMATION TECHNOLOGIES
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	MAY 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	828,508.50	828,508.50
EXPENDITURES	51,035.00	392,153.00	392,153.00
ENCUMBRANCES	-51,035.00	243,222.50	243,222.50
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	.00	193,133.00	193,133.00

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G005 - PRIOR RECORD DISPLAYED