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 _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

DATE: August 26, 2022

TO: Greg Pease, Chief of Procurement Division

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

Kenneth E. Lathrop — Digitally signed by Kenneth E. Lathrop Date: 2022.08.26 16:32:25 -04'00'

FROM: Thomas Ossi, Technology Contract and Records Manager

THOMAS OSSI — Digitally signed by THOMAS OSSI Date: 2022.08.26 15:43:02 -04'00'

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

The Information Technologies Division (ITD) requests approval to increase the award to Bid No. ESC-0455-20 Managed Desktop Services awarded to Emtec, Inc. The purpose of the increase is for additional hours required for Emtec technicians through September 30, 2022.

This request is to increase award in the amount of $40,943.00. The total contract expenditure not to exceed amount will increase from $1,322,026.00 to $1,362,969.00. All other pricing, terms, and conditions of the RFP and contract shall remain in effect.

Upon award approval, ITD will request a formal contract amendment to City Contract #70529-21 through the Office of General Counsel.

FUNDING SOURCE:53101.113001.534100.000000.00000000.00000

Tracy Geake — Digitally signed by Tracy Geake Date: 2022.08.26 15:56:12 -04'00'

Your favorable consideration of ITD's request is appreciated.

Attachments: City Contract 70529-21 Amendment No. 2
Bid No. ESC-0455-20

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

Emtec Inc. (NJ)
973-376-4242
For our Locations visit:
www.emtecinc.com

DUNS# 05-609-0210 FED ID# 22-3386933

INVOICE

BILL-TO ADDRESS:

0000100267
City of Jacksonville
Admin & Finance
Attn: A/P
117 W Duval St.
JACKSONVILLE FL 32202
USA
FAX :

SHIP-TO ADDRESS:

0000100267
City of Jacksonville
Admin & Finance
Attn: A/P
117 W Duval St.
JACKSONVILLE FL 32202
USA

INVOICE NO.
9107403
ORDER NO.
402483

Customer Serv. POC	GSA CONTRACT	PROJECT/PURCHASE ORDER No.	PAY OFFICE /ACT	ORDER	SERVICE PERIOD	TERMS	INVOICE DATE
		631084-22			04/01/22 - 04/30/22	30 DAYS CREDIT	05/19/2022

QUANTITY	UNITS	DESCRIPTION	UNIT PRICE	TOTAL PRICE
145.500	H	COJ - Support Tier 3 for:Francis Freesland	49.00	7,129.50
88.000	H	COJ - Support Tier 3 for:Gregory Hodges	49.00	4,312.00
152.000	H	COJ - Support Tier 2 for:Kendrick Singleton	34.00	5,168.00
168.000	H	COJ - Support Tier 3 for:Elvis Steward	49.00	8,232.00
32.000	H	COJ - Support Tier 3 for:Anthony Allen	49.00	1,568.00
8.000	H	COJ - Support Tier 2 for:Anthony Allen	34.00	272.00
16.000	H	COJ - Support Tier 3 for:Luis Chavez	49.00	784.00
145.000	H	COJ - Support Tier 2 for:Kristoffer Javeloza	34.00	4,930.00
160.000	H	COJ - Supervisor/Team Lead for:Evan Scott	60.00	9,600.00
148.000	H	COJ - Support Tier 3 for:Katie Yarbrough	49.00	7,252.00
8.000	H	COJ - Support Tier 2 for:Luis Chavez	34.00	272.00
			SALES AMOUNT	52,263.50

NOTE: AMOUNTS NOT PAID WITHIN 30 DAYS INCUR A 1.5% PER MONTH LATE CHARGE.

WIRE / ACH REMITTANCE TO

Account name : Emtec Inc
Account Number: 3009095177
Routing Number: 083000108
Bank: PNC BANK

ACH REMITTANCE TO

Account name : Emtec Inc
Account Number: 3009095177
Routing Number: 083000108
Bank: PNC Bank,

MAIL REMITTANCE TO

PO Box 749427
Atlanta, GA 30374-9427

FAX 973-232-8895

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DUNS# 05-609-0210 FED ID# 22-3386933

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INVOICE NO.
9107403
ORDER NO.
402483

QUANTITY	UNITS	DESCRIPTION	UNIT PRICE	TOTAL PRICE
56.000	H	COJ - Support Tier 3 for:Justin Delancy	49.00	2,744.00
			SALES AMOUNT	52,263.50
			SALES TAX	0.00
			TOTAL	52,263.50

NOTE: AMOUNTS NOT PAID WITHIN 30 DAYS INCUR A 1.5% PER MONTH LATE CHARGE.

WIRE / ACH REMITTANCE TO

Account name : Emtec Inc
Account Number: 3009095177
Routing Number: 083000108
Bank: PNC BANK

ACH REMITTANCE TO

Account name : Emtec Inc
Account Number: 3009095177
Routing Number: 083000108
Bank: PNC Bank,

MAIL REMITTANCE TO

PO Box 749427
Atlanta, GA 30374-9427

FAX 973-232-8895

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

(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 _____

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No. 2010-02

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 $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

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

MEMBERS APPROVING 5-3 MEMBERS DISAPPROVING 0 DATE: 4/15/2021

OTHER:

ACTION OF AWARDING AUTHORITY DATE 4/15/21

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 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

(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:

ACTION OF AWARDING AUTHORITY DATE 8/6/20

APPROVED AH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Dana Hughes
Chief Administrative Officer
For Mayor Ostby Curry
Under Authority of
Executive Order No. 2019-02