SUBJECT: PANASONIC TOUGHBOOK CF-54 LAPTOPS

BID #: SC-0507-19 **OPEN DATE: 06/26/2019**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: Supply Contract – Four (4) Years from Date of Award

AGENCY: Jacksonville Sheriff's Office

BASIS OF AWARD: All or none, to the lowest responsive, responsible bidder

NUMBER OF BIDS INVITED: 3 **NUMBER RECEIVED:** 3 **OTHER:** 1

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to CDW Government, LLC as the lowest responsive, responsible bidder for the purchase of one hundred (100) laptops at $2,517.87 each, for the Jacksonville Sheriff's Office. Total estimated annual expenditure not to exceed $62,946.75. Total estimated four (4) year award not to exceed $251,787.00.

Funding for this award to be encumbered by account SHPS011SSIT-04404, to be executed by purchase order.

Attachments: Recommendation Memo, Tabulation Sheet, Terms and Conditions, Specifications

Analyst: _____ TARYN MANSER

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: TONY DAVIS, DIRECTOR OF POLICE SERVICES

(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 _____

Jacksonville Sheriff's Office

Duval County, Florida

Mike Williams, Sheriff

501 E. Bay Street
Jacksonville, FL 32202

To: Gregory Pease
Chief of Procurement

Thru: Bill Clement, CPA
Chief of Budget

From: Tony Davis
Director of Police Services

Subject: SC-0507-19 Panasonic Toughbook CF-54 Laptops

Date: July 5, 2019

We have reviewed the three (3) bid submissions on bid SC-0507-19 Panasonic Toughbook CF-54 Laptops and we are recommending approval to award to the lowest responsive, responsible bidder CDW Government, LLC. The award is for four (4) years from date of award. We will be purchasing 100 laptops at $2,517.87 per unit for a total expenditure amount for the period of $251,787.00. Per the bid specifications we will submit four (4) equal annual payments of $62,946.75 from account code SHPS011SSIT-04404 beginning in FY19 and ending in FY22.

Please let me know if you need any additional information.

TITLE: Panasonic Toughbook CF-54 Laptops BID NO.: SC-0507-19 OPEN DATE: June 26, 2019 at 2:00 P.M. ANALYST: Taryn Manser No. Invited: (3) No. Received (4) No Bids: (0) Recorded By: John Hernandez Announcer: Sokkhar Muon		CDW Government LLC	GovDirect, Inc.	RCN Technologies-	Hypertec USA, Inc. (Hypertec Direct)
Description	Qty	Price	Price	Price	Price
Panasonic Toughbook CF-54 Laptop	120	$2,517.87	$2,769.54	Bid Withdrawn	$3,275.91
Extended Total:		$302,144.40	$332,344.80	Bid Withdrawn	$393,109.20
TERMS:		Net 30	Net 30	Not Stated	Net 30
DELIVERY:		30-45 Business Days	20 Business Days	30-45 Business Days	30 Business Days
CONFLICT OF INTEREST:		Yes	Yes	Yes	Yes
ACKNOWLEDGMENT OF ADDENDUMS (2):		No, but does not impact pricing	1	Yes	Yes
NOTES:				Proposal withdrawn by bidder on 6/27/19	Bid Proposal Form has $394,109.20 as the extended total.

TERMS AND CONDITIONS
Panasonic Toughbook CF-54 Laptops

1. SCOPE

The City of Jacksonville, Jacksonville Sheriff's Office (JSO) is currently accepting bids to obtain source(s) of supply for the item(s)/service(s) 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 Panasonic Toughbook CF-54 Laptops as listed in the bid documents to include warranty as specified.

2. AWARD

Award will be **ALL or NONE** to the lowest responsive, responsible bidder. Bidders must bid on all items to be considered for award. The City reserves the right to reject any or all bids. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The term of this agreement is four (4) years from date of award.

4. PRE-BID CONFERENCE

Not Applicable.

5. 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).

6. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased 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. Vendor will be notified of final quantity in writing prior to award.

7. DELIVERY

Delivery will be made to the Police Memorial Building, Police Supply, 501 East Bay Street, Catherine Street Loading Dock, Jacksonville, FL 32202. **All deliveries must be scheduled a minimum of one (1) business day in advance.** Contact Kirby Peake – 904-630-7015. **Quantities delivered will follow the strict delivery schedule as outlined in the bid documents.** 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.

8. ESCALATION/DE-ESCALATION

Not Applicable.

9. PRICES

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

10. 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.

11. 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.

12. 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.

13. 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. Bid number should be listed on certificate.

14. 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.

15. 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.

SPECIFICATIONS AND REQUIREMENTS
Panasonic Toughbook CF-54 Laptops

1. Product must be new. Refurbished, Remanufactured, Rebuilt or Used parts are not acceptable.
2. Vendor MUST be an authorized dealer/reseller/distributer of equipment/software.
3. **Delivery**:
   - An inventory report that includes a list of serial numbers must be forwarded to the inventory clerk at the JSO not less than one week before each delivery.
   - The delivery must be scheduled at least two business days in advance.
   - Ownership of equipment will transfer to the Jacksonville Sheriff's Office upon date of delivery.
   - DOA equipment replacement will be handled by the winning vendor. Subsequent hardware failures/replacements will be handled through the original equipment manufacturer under the purchased OEM warranties.
4. **Payment Terms:** The vendor must agree to accept 4 equal annual payments (25% of the lump sum total) for the total number of laptops ordered. All delivery, shipping, handling, finance charges, interest, or any/all fees, must be included in the EACH price that the vendor bids.

5. **Financing**: The vendor will provide and secure their own financing for this project. JSO will NOT enter into a separate agreement with a separate finance company. We will provide payment to the vendor as per the schedule below. Payments will be made as follows:

Year	Description	Total Percentage of Award
FY 2019 (10/1/2018 – 9/30/2019) Purchase Order #1	The vendor will invoice for 25% of award total after delivery of the 120 laptops	Invoice 1 = 100% of Purchase Order #1 Total = 25% of award total
FY 2020 (10/1/2019 – 9/30/2020) Funds will be appropriated to make Year 2 Payment Purchase Order #2	The vendor will invoice for 25% of award total on the anniversary date of the first delivered laptops	Invoice 2 = 100% of Purchase Order #2 25% of Total Award
FY 2021 (10/1/2020 – 9/30/2021) Funds will be appropriated to make Year 3 Payment Purchase Order #3	The vendor will invoice for 25% of award total on the anniversary date of the first delivered laptops	Invoice 3 = 100% of Purchase Order #3 25% of Total Award
FY 2022 (10/1/2021 – 9/30/2022) Funds will be appropriated to make Year 4 Payment Purchase Order #4	The vendor will invoice for 25% of award total on the anniversary date of the first delivered laptops	Invoice 4 = 100% of Purchase Order #4 25% of Total Award

The vendor must accept the payment terms offered in order to qualify for the award.

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FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 07/17/2019
LINK TO: ACCOUNT SUMMARY INQUIRY 1:36 PM

FISCAL MO/YEAR : 10 2019 CURRENCY CODE :
INDEX CODE : SHPS011SSIT INFORMATION SYSTEM MANAGEMENT
SUBOBJECT : 04404 LEASE-PURCHASE (EQUIPMENT AGREEMENTS)
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	JULY 2019	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	812,604.00	812,604.00
EXPENDITURES	.00	.00	.00
ENCUMBRANCES	746,404.00	746,404.00	746,404.00
PRE-ENCUMBRANCES	.00	.00	.00
REMAINING BALANCE	-746,404.00	66,200.00	66,200.00

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

G014 - RECORD FOUND