

EXPLANATION OF CONSENT AGENDA ITEM E.2.c.(29) – December 16, 2015

ITEM:

Consideration of approving the Selection Committee's award of a 3-year contract to Convergent Technologies for NiceVision & security systems maintenance and warranty services (PUR-RFP-15-16), executing a contract with the selected firm and authorizing staff to issue a Purchase Order not to exceed \$350,000 without further Commission approval.

EXPLANATION:

Background:

The Commission authorized staff to issue a formal solicitation for a maintenance agreement for CCTV recording equipment, cameras, and software on August 28, 2015. The new contract will cover preventative maintenance and cleaning of the cameras in addition to parts, labor and technical support of the network video recorders (hardware and software).

The selected firm will be asked to sign a continuing contract for a term of (3) three years and up to two one-year renewals. Annual contract renewals will be brought before the Commission for approval.

75% of this project is funded by the Federal PSGP-2015 Maintenance and Sustainment grant award.

Current Action Details:

Staff is requesting approval of the Selection Committee's award of a 3-year contract to Convergent Technologies for NiceVision & security systems maintenance and warranty services (PUR-RFP-15-16), executing a contract with the selected firm and authorizing staff to issue a Purchase Order not to exceed \$350,000 without further Commission approval.

Funding Review by Finance (Pat Poston):

The total NTE amount of \$350,000 is an operational expense and is included in the FY16 Operating Budget.

Staff Recommends Approval

Prepared by Mark Lorusso

Mark Lorusso

**CANAVERAL PORT AUTHORITY
SELECTION COMMITTEE EVALUATION & RANKING/SELECTIONS**

PROJECT: PUR-RFP-15-16 Selection Committee Meeting Date & Time: December 9, 2015
 NiceVision Maintenance & Warranty Services 10:00 AM

COMPANY	RANKING/SELECTIONS
Convergent Technologies – Orlando, FL	1

THE SELECTION COMMITTEE UNANIMOUSLY AGREED TO WAIVE PRESENTATIONS AND PROCEED DIRECTLY TO AWARD.

THIS RANKING WILL BE PRESENTED TO THE CANAVERAL PORT AUTHORITY BOARD OF COMMISSIONERS FOR APPROVAL AT THEIR REGULARLY SCHEDULED MEETING ON DECEMBER 16, 2015.

POSTED: DATE December 10, 2015 TIME 9:00 AM BY Karen Pappas, Director Purchasing & Policies

APPROVED BY THE CANAVERAL PORT AUTHORITY

POSTED: DATE _____ TIME _____ BY _____

**Canaveral Port Authority
 PUR-RFP-15-16 NiceVision Maintenance & Warranty Services
 Written Proposal Scoring Summary**

Alphabetical Order	Proposing Firms
	Convergint Technologies - Orlando, FL
Selection Criteria	
Evaluator #1	93
Evaluator #2	94
Evaluator #3	86
Total	273
Ave	91.00
Rank	1

Rank Order	Proposing Firms
	Convergint Technologies - Orlando, FL
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Canaveral Port Authority
 PUR-RFP-15-16 NiceVision Maintenance & Warranty Services
 Written Proposal Scoring Details

Evaluator #1	Tab	Selection Criteria	Points	Proposing Firms
				Convergent Technologies Orlando, FL
	Tab 1	General Info & Table of Contents	non-scored	0
	Tab 2	Letter of Introduction	5	5
	Tab 3	Qualification Data - Similar Experience	15	15
	Tab 4	Organizational Chart	6	6
	Tab 5	Scope Acceptance	10	10
	Tab 6	Nice Certification(s)	14	10
	Tab 7	NiceVision Annual Maintenance Cost	15	12
	Tab 8	Time and Materials Rates	8	8
	Tab 9	Licenses	4	4
	Tab 10	References	6	6
	Tab 11	Financial Statements	non-scored	0
	Tab 12	Safety	4	4
	Tab 13	Insurance	4	4
	Tab 14	Business Structure	1	1
	Tab 15	Non-Collusion Affidavit	2	2
	Tab 16	Public Entity Crimes	2	2
	Tab 17	Conflict of Interest Disclosure Form	2	2
	Tab 18	Cert of Debarment	2	2
		TOTAL POINTS	100	93

Evaluator #2	Tab	Selection Criteria	Points	Proposing Firms
				Convergent Technologies Orlando, FL
	Tab 1	General Info & Table of Contents	non-scored	0
	Tab 2	Letter of Introduction	5	4
	Tab 3	Qualification Data - Similar Experience	15	14
	Tab 4	Organizational Chart	6	5
	Tab 5	Scope Acceptance	10	10
	Tab 6	Nice Certification(s)	14	14
	Tab 7	NiceVision Annual Maintenance Cost	15	15
	Tab 8	Time and Materials Rates	8	8
	Tab 9	Licenses	4	4
	Tab 10	References	6	3
	Tab 11	Financial Statements	non-scored	0
	Tab 12	Safety	4	4
	Tab 13	Insurance	4	4
	Tab 14	Business Structure	1	1
	Tab 15	Non-Collusion Affidavit	2	2
	Tab 16	Public Entity Crimes	2	2
	Tab 17	Conflict of Interest Disclosure Form	2	2
	Tab 18	Cert of Debarment	2	2
		TOTAL POINTS	100	94

Evaluator #3	Tab	Selection Criteria	Points	Proposing Firms
				Convergent Technologies Orlando, FL
	Tab 1	General Info & Table of Contents	non-scored	0
	Tab 2	Letter of Introduction	5	5
	Tab 3	Qualification Data - Similar Experience	15	10
	Tab 4	Organizational Chart	6	6
	Tab 5	Scope Acceptance	10	10
	Tab 6	Nice Certification(s)	14	10
	Tab 7	NiceVision Annual Maintenance Cost	15	10
	Tab 8	Time and Materials Rates	8	8
	Tab 9	Licenses	4	4
	Tab 10	References	6	6
	Tab 11	Financial Statements	non-scored	0
	Tab 12	Safety	4	4
	Tab 13	Insurance	4	4
	Tab 14	Business Structure	1	1
	Tab 15	Non-Collusion Affidavit	2	2
	Tab 16	Public Entity Crimes	2	2
	Tab 17	Conflict of Interest Disclosure Form	2	2
	Tab 18	Cert of Debarment	2	2
		TOTAL POINTS	100	86

**CANVERAL PORT AUTHORITY
SOLICITATION SUMMARY**

Solicitation Number & Name:

PUR-RFP-15-16

NiceVision Maintenance & Warranty Services

Advertising:

November 12, 19 & 26, 2015 in Florida Today newspaper

Posted to Website (<http://www.portcanaveral.com/Business-With-Us/Current-Solicitations/>):

November 13, 2015

PublicPurchase.com Details (bid notification service - vendors self register):

Posted November 13, 2015

Vendors Notified - 29

Notified Vendors Who Accessed Solicitation Documents - 6

Bidder Registration Form Details:

Forms Received - 3

How Vendors Heard of Solicitation (question asked on bidder registration form):

CPA Website:

Newspaper:

Word of Mouth: 2

Coffee Chat:

Bid Services:

PublicPurchase: 1

Onvia/Demandstar:

Bid Bank:

FL Bid Network:

Dodge Reports:

Find RFP:

Construction Journal:

IMS:

Govdirections:

CDC News:

FL Weekly:

Bid Ocean:

Cbids:

CMD Insight:

Builders Exchange:

Not Specified:

IT also sent a copy of the solicitation advertisement to Nice and asked them to send out to all of their approved authorized service centers in Florida.

Bids/Proposals Received:

One