

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 19016

Sponsor(s): Alfred Jordan

Date: November 30, 2015

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the transfer of \$65,595.00 within the Department of Correction's budget and awarding a Twenty-Four Month Term and Supply Contract, with Three Twelve Month Options to Extend, for the furnishing of Mobile Radio Maintenance and Replacement of Equipment, Parts and Accessories for the Department of Corrections from Commenco, Inc. of Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 57-15.</u></p>																						
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$65,595.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$65,595.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$65,595.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td colspan="2">TRANSFER FROM:</td> </tr> <tr> <td>001-2701-58170 General Fund, Corrections, Other Equipment</td> <td style="text-align: right;">\$65,595.00</td> </tr> <tr> <td colspan="2">TRANSFER TO:</td> </tr> <tr> <td>001-2701-56080, General Fund, Corrections, Other Professional Services</td> <td style="text-align: right;">\$29,472.00</td> </tr> <tr> <td>001-2701-58160, General Fund, Corrections, Radio/Communications</td> <td style="text-align: right;">\$36,123.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$65,595.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Department of Corrections Estimated Use: \$30,000.00</p> <p>\$69,595.00 to be spend in 2015 for maintenance and equipment; \$30,000.00 is the estimated usage for maintenance, repairs and replacement parts and equipment for 2016.</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$65,595.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$65,595.00	Amount budgeted for this item * (including transfers):	\$65,595.00	Source of funding (name of fund) and account code number:		TRANSFER FROM:		001-2701-58170 General Fund, Corrections, Other Equipment	\$65,595.00	TRANSFER TO:		001-2701-56080, General Fund, Corrections, Other Professional Services	\$29,472.00	001-2701-58160, General Fund, Corrections, Radio/Communications	\$36,123.00	Total	\$65,595.00
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																						
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																						
REQUEST SUMMARY	<p>The Department of Corrections requires a term and supply contract that provides for the following: (1) maintenance and repair of the narrow band radio system that scans and tracks inmate movement, as well as their other mobile radios; (2) replacement of equipment as needed; and (3) parts and accessories for those radios. The Purchasing Department issued Invitation to Bid No. 57-15 in response to those requirements.</p> <p>A total of twenty-five notifications were distributed and one response was received and evaluated as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Commenco of Kansas City, Missouri</td> <td style="text-align: right;">\$99,595.00</td> </tr> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for the furnishing of Mobile Radio Maintenance, Replacement of Equipment, Parts and Accessories for the Department of Corrections from Commenco of Kansas City, Missouri under the terms and conditions of Invitation to Bid No. 57-15 as the best bid received.</p>	Commenco of Kansas City, Missouri	\$99,595.00																				
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	<p>The Director of Finance and Purchasing also requests the transfer of \$69,595.00 within the Department of Corrections budget as follows:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 70%;"></th> <th style="text-align: right;">FROM:</th> <th style="text-align: right;">TO:</th> </tr> </thead> <tbody> <tr> <td>001-2701-58170 General Fund, Corrections, Other Equipment</td> <td style="text-align: right;">\$65,595.00</td> <td></td> </tr> <tr> <td>001-2701-56080 General Fund, Corrections, Other Professional Services</td> <td></td> <td style="text-align: right;">\$29,472.00</td> </tr> <tr> <td>001-2701-58160 General Fund, Corrections, Radio/Communications</td> <td></td> <td style="text-align: right;">\$36,123.00</td> </tr> </tbody> </table>			FROM:	TO:	001-2701-58170 General Fund, Corrections, Other Equipment	\$65,595.00		001-2701-56080 General Fund, Corrections, Other Professional Services		\$29,472.00	001-2701-58160 General Fund, Corrections, Radio/Communications		\$36,123.00
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)													
ATTACHMENTS	Recommendation Award Letter from Ron Bearce of the Department of Corrections, Abstract of Bids and the pertinent pages of Commenco's bid response.													
REVIEW	Department Director: <i>Joe Piccinini</i>	Date: 11-18-15												
	Finance (Budget Approval): <i>If applicable</i> <i>Mary Rasmussen</i>	Date: 11/18/15												
	Division Manager: <i>Mary Jo Brown</i>	Date: 11/23/15												
	County Counselor's Office:	Date:												

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

Fiscal Note: Jackson County, Missouri

Funds sufficient for this transfer are available from the sources indicated below.

Date:	November 18, 2015	PC# _____	RES # 19016
Department / Division	Character/Description	From	To
General Fund - 001			
2701 - Corrections	58170 Other Equipment	65,595	
2701 - Corrections	56080 - Other Professional Services		29,472
2701 - Corrections	58160 - Radio & Communication Equip		36,123
		65,595	65,595

Mary Rasmussen
Budgeting



**JACKSON COUNTY
DEPARTMENT OF CORRECTIONS
Kansas City, Missouri**

Memorandum

To: Jessica Johnson, Senior Buyer

From: Ron Bearce, Compliance Review and Special Projects

CC: Joe Piccinini, Acting Director of Corrections, Rex Tarwater, Deputy Director of Corrections, Laura Scott, Assistant Director of Administration, Jackie Robinson, Manager of Detention Services, Norman Dennison, Special Duties Officer

Date: November 16, 2015

Re: Evaluation of Bid Proposal: 57-15 Mobil Communication Devices

Earlier this year, the Jackson County Department of Correction's warranty and service agreements for mobile communications devices expired. On behalf of the Department of Corrections, the Purchasing Department issued RFP # 57-15 requesting proposals for a 24 month term and supply contract (with options to extend) for the "as needed" hourly repair and the replacement of parts, accessories, batteries and other related equipment. Only one vendor, Commenco Inc., responded.

On November 12 2015, Myself, Joe Piccinini, Laura Scott and Norman Dennison, met to review and discuss Commenco Inc.'s Bid Proposal. We ultimately decided to accept Commenco's bid.

The following is a recap: Commenco offers in their bid proposal to extend the previously expired warranty for 2 years at a cost of \$29,472.00. The items covered under this warranty are listed under Attachment A of RFP #57-15. Further, Commenco proposes reasonable hourly rates for repair of items not covered by warranty and 10% off of list prices for replacement of parts, accessories, batteries and mobile radio equipment not covered by warranty. It should be noted that the Department of Corrections has many mobile communication devices that cannot be covered under a warranty, as they are no longer serviced or supported by the manufacturer. So, in addition to the \$29,472,.00 for the cost of the warranty, the Department would request a T&S amount, not to exceed \$30,000, be awarded as well.


BID NO: 57-15
DATE: 10/20/15
COMMODITY: Maintenance on Mobile Radios

NO	DESCRIPTION	UNIT	QTY	Commeled		AMOUNT	AMOUNT	AMOUNT
				AMOUNT	AMOUNT			
	Hourly Rates for Repairs, Installation, De-installation, Programming or Re-Programming				107			
	Regular Hours							
	Overtime Hours				195			
	Annual Increase on Hourly Rate for Repairs - Quote percentage of increase per annual extension							
	1st Extension				5%			
	2nd Extension				5%			
	3rd Extension				5%			
	Accessories, Parts and Batteries: quote percentage of discount from List Price. List prices may be updated annually - discounts remain firm throughout contract term and any extensions. Bidder may include additional pages if necessary.							
	Replacement Equipment: Quote percentage of discount from List Price. List Prices may be updated annually - discounts remain firm throughout contract term and any extensions. Bidder may include additional pages if necessary.							
					109%			
					109%			

**CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED**

ABSTRACT OF BIDS

57-15
 DATE: 10/20/15
 COMMODITY: Maintenance on Mobile Radios

NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT
<p>ON: 10/20/2015 BY  CLERK OF THE LEGISLATURE Jessica M. [Signature] PURCHASING</p>							

PROPOSAL 10/15/15
#40-101515B

Res. 19016



Jackson County Corrections
1300 Cherry Street
Kansas City, MO 64106

4901 Bristol Avenue., Kansas City, MO 64129
Voice (816) 753-2166 FAX (816) 753-3688
CraigL@commenco.com JeffQ@commenco.com

Item	Qty	Equipment	Prices	
			Unit	Extended
MC75 and AP622 Repair and Support renewal				
1	89	Mobile computer MC75A0 hardware and software support renewal, Essential support with comprehensive coverage. 2 years of coverage, renewal of contract #133521.	\$260.00	\$23,140.00
2	38	Access Point AP622 hardware and software support renewal, Essential support with comprehensive coverage. 2 years of coverage, renewal of contract #133521.	\$48.00	\$1,824.00
RADIO LINK SOLUTION				
3	1	TEAM Appliance 2 years, Service From the Start Renewal, Advance Exchange Support, with Comprehensive Coverage	\$856.00	\$856.00
4	1	Radio Interface Unit (RIU) 2 years, Service From the Start Renewal, Advance Exchange Support, with Comprehensive Coverage	\$308.00	\$308.00
5	1	RLS software support, 2 years' renewal. Full access to technical support resources . Rights to download software releases and supporting documentation	\$1,144.00	\$1,144.00
6	1	Commenco provided on-site support on RLS, RIU, and donor radio hardware. M-F 8-5 coverage.	\$2,200.00	\$2,200.00
		Radio Repair Coverage Billed Time-and-Material at Hourly Rates Quoted in Bid Response		
TOTAL, First Year				\$29,472.00
CONTRACT EXTENSIONS				
		Optional 1st Annual Extension (year 3), includes 2-year renewal of Manufacturers' Support and Commenco On-Site Support for 1 year	\$30,022.00	
		Optional 2nd Annual Extension (year 4), Commenco On-Site Support Only for 1 year	\$1,386.00	
		Optional 3rd Annual Extension (year 5), includes 2-year renewal (years 5-6) of Manufacturers' Support (if available) and Commenco On-Site Support	\$36,492.00	

7.0 QUOTATIONS

No.	Description	Pricing/Discount
01	Hourly Rate for Repairs, Installation, De-installation, Programming or Re-programming	
	Regular Hours	\$ 107.00
	Overtime Hours	\$ 195.00
02	Annual Increase on Hourly Rate for Repairs – quote percentage of increase per annual extension	
	1 st Extension	\$ 5%
	2 nd Extension	\$ 5%
	3 rd Extension	\$ 5%
03	Accessories, Parts and Batteries: quote percentage of discount from List Price. List Prices may be updated annually – discounts remain firm throughout contract term and any extensions. Bidder may include additional pages if necessary	10 %
04	Replacement Equipment: quote percentage of discount from List Price. List Prices may be updated annually – discounts remain firm throughout contract term and any extensions. Bidder may include additional pages if necessary.	10 %

Bidder's Name	Commenco, Inc.
Authorized Representative	Brent Hathhorn
Title	President
Signature	
Phone Number	816-753-2166
Fax Number	816-753-3688
Cell Number	
Email Address	brent@commenco.com
Web Address	www.commenco.com