

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~KCA~~ No.: 19590

Sponsor(s): Alfred Jordan

Date: October 2, 2017

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with Three Twelve Month Options to Extend, for the furnishing of Security Cameras and Servicing for use by the Department of Corrections under the Terms and Conditions of Invitation to Bid No. 52-17.</u></p>									
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td><td>\$</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>\$</td></tr> <tr> <td>Amount budgeted for this item * (including transfers):</td><td>\$</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: Estimated Use: Department of Corrections \$50,000</p> <p>This RLA only approves the term and supply contract. The funds were appropriated through the annual budget adoption. Figures included in the Budget Information section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): n/a Prior Year Actual Amount Spent (if applicable): \$23,204</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date): 19142; May 16, 2016</p>									
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Kyle Brack, Sr. Buyer, 881-3265</p>									
REQUEST SUMMARY	<p>Department of Corrections requires a Term and Supply Contract for the furnishing of Security Cameras and Servicing for use in the Detention Center. This Contract allows Department of Corrections to replace outdated camera equipment and technology while maintaining existing equipment as needed. To meet these requirements, the Purchasing Department issued Invitation to Bid No. 52-17.</p> <p>A total of nineteen (19) notifications were distributed and two responses received. The following bids were evaluated:</p> <table border="1"> <thead> <tr> <th>Company</th><th>Percentage off MSRP</th><th>Hourly Rate for Repair During Regular Hours</th></tr> </thead> <tbody> <tr> <td>Kenton Brothers (Kansas City, MO)</td><td>Variable (15%-35%)</td><td>\$95.00</td></tr> <tr> <td>Midwest Digital Systems (Riverside, MO)</td><td>30%</td><td>\$80.00</td></tr> </tbody> </table> <p>Department of Corrections has reviewed the bids and recommends Midwest Digital Systems of Riverside, Missouri as the lowest and best bid received.</p>	Company	Percentage off MSRP	Hourly Rate for Repair During Regular Hours	Kenton Brothers (Kansas City, MO)	Variable (15%-35%)	\$95.00	Midwest Digital Systems (Riverside, MO)	30%	\$80.00
Company	Percentage off MSRP	Hourly Rate for Repair During Regular Hours								
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Midwest Digital Systems (Riverside, MO)	30%	\$80.00								

	Pursuant to Section 1054.6 of the Jackson County Code, the Chief Financial Officer recommends the award of a Term and Supply Contract for the furnishing of Security Cameras and Servicing to Midwest Digital Systems of Riverside, Missouri as the lowest and best bid received.	
CLEARANCE	<input type="checkbox"/> Tax Clearance Completed (Purchasing & Department) n/a <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	Abstract of Bids received, Recommendation Memorandum from DOC, and the pertinent pages of Midwest Digital Systems' bid documents.	
REVIEW	Department Director:	Date: 9-21-17
	Finance (Budget Approval): <i>If applicable</i>	Date: 9/25/17
	Division Manager:	Date: 9/25/17
	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.



JCDC
Jackson County, MO

Memo

To: Kyle Brack
From: Joseph Piccinini
CC: Laura Scott
Date: 09/18/2017
Re: Recommendation Memo RE: Video Management System for Jackson County Dept. of Corrections

Recommendation Memo RE: Video Management System for Jackson County Dept. of Corrections

Bid No. 52-17 "Video Management System," was sent out seeking qualified vendors to monitor and manage the video management system in the JCDC secured perimeter and other areas throughout the facility as needed. The results of awarding this bid will be the maintenance and updates to the video management system that provides enhanced safety and security of the facility and the inmates, associates and civilian partners who work in and around the facility.

A review of the bid submissions was performed by JCDC IT associates.

After a review of the bid submissions, we recommend that the County award the bid to Midwest Digital Systems (MDS). This recommendation is based on the overall review of the bid submissions and information supplied by the bidder. The lower bid of \$80/hr for repair (reg. hours); \$110/hr (non-reg repair); and \$65/hr troubleshooting; as well as a fixed 30% discount on parts was submitted by Midwest Digital Systems (MDS) and represents, in our opinion, the lowest and best bid.

Please accept this as the Jackson County Department of Corrections recommendation to award this contract to Midwest Digital Systems.

Respectfully,

A handwritten signature in blue ink, appearing to read "Joe Piccinini", is written over a circular stamp.

Joe Piccinini
Director
Jackson County Department of Corrections

Attachment I
Respondent's Quotation for Invitation to Bid No. 52-17

*All quotes shall include ancillary expenses such as fuel, mileage, freight, shipping, travel time, and other similar costs not mentioned. The quotes shall be all-inclusive.

Quotation Form

No.	Description	Unit of Measure	Unit Price
Cameras & Equipment			
1.0	Discount percentage off from manufacturer's suggested list price for cameras & equipment, as needed	n/a	30 %
Repair Services			
	Hourly rate for repair of security cameras during regular hours, 8am - 5pm, Monday thru Friday	1 hour	\$ 80.00
	Hourly rate for repair of security cameras during non-regular hours	1 hour	\$ 110.00
	Hourly rate for troubleshooting service over phone or internet	1 hour	\$ 65.00
Parts & Accessories			
	Discount percentage off from manufacturer's suggested list price for parts & accessories, as needed		30 %

Minimum Order, if any: N/A

Delivery time after receipt of purchase order: 2-4 weeks, depending on equipment availability

Response time for on-site servicing: 24 hours

Normal Business Days and Hours:

Monday - Friday: 8 to 5

Saturday: 8:00 AM to _____ Sunday: 8:00 AM to _____

BID: 52-17 DATE: 8/29/17 COMMODITY: Security Cameras and Servicing				Kenton Brothers		Midwest Digital Systems			
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
1.0	MSRP Discount for Cameras and Equipment			See bid	30%				
2.0	Repair of Cameras: 8am - 5pm	hour	1	95.00 per hr	80.00 per hr				
3.0	Repair of Cameras: non-regular hours	hour	1	137.50 per hr	110.00 per hr				
4.0	Troubleshooting Service via Phone or Internet	hour	1	95.00 per hr	65.00 per hr				
CERTIFICATION OF BID OPENING BIDS WERE PUBLICLY OPENED AND RECORDED ON: <u>August 29, 2017</u> , BY <u>[Signature]</u> CLERK OF THE LEGISLATURE <u>Katie Butler</u> PURCHASING									