

Item 7



Travis County Commissioners Court Agenda Request

Meeting Date: April 9, 2013

Prepared By/Phone Number: Scott Wilson/854-1182

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Contract Award for Cabling Installation Services, Time and Materials, Contract NO. 4400001421, to the highest Responsive Bidder, RC Data Communications, LLC d/b/a Randall Communications.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes. This contract will provide cabling installation services, which will be utilized for moves, routine additions, changes and cabling infrastructure projects.

On January 25, 2013, Request for Services (RFS) NO. 1301-004-SW was issued through BidSync for Cabling Installation Services, Time and Materials. A total of five (5) bids were received on February 11, 2013, but one bid was disqualified since it did not meet the requirements. After evaluating the solicitations, Information Technology Services (ITS) recommends awarding a contract to the highest responsive bidder, RC Data Communications, LLC d/b/a Randall Communications.

This contract will be for one (1) initial year with three (3) one-year renewal options. The pricing shall remain firm for the period of the contract. The prices shall also remain firm for the option years, except for changes that are industry wide and beyond the control of the contractor. If such changes do occur, it will be the responsibility of the contractor to provide documentation to Travis County substantiating the changes to the bid prices.

- **Contract Expenditures:** Within the last 12 months \$568,924 has been spent against this requirement.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

➤ **Contract-Related Information:**

Award Amount: Estimated Requirements, as needed basis

Contract Type: Annual

Contract Period: April 9, 2013 through April 8, 2014 (with three (3) one-year renewal options)

➤ **Solicitation-Related Information:**

Solicitations Sent: 55

Responses Received: 5

HUB Information: N/A

% HUB Subcontractor: N/A

➤ **Funding Information:**

SAP Shopping Cart #: Shopping Carts will be entered as needed

Funding Account(s):

Comments:

BAFO Evaluation Matrix for RFS # 1301-004-SW Cabling Installation Services, Time and Materials						
			RC Data Communications		Titus Systems, LP	
Criteria		Weighted Factor	Raw Score	Total Score	Raw Score	Total Score
1.	CRITERION ONE: Demonstrated Expertise of Personnel:	30%	5	1.50	5	1.50
	Experience of key personnel proposed to provide the services proposed, such as resumes, certifications of techs project manager & RCDD to be assigned					
2.	CRITERION TWO: Demonstrated Experience of the Firm:	30%	4.5	1.35	4.5	1.35
	Experience of the firm providing similar cabling installation services on comparable projects, quality of proposer credentials (performance history & references), completeness of proposal relative to requirements & ability to perform all work in-house					
3.	CRITERION THREE: Cost:	25%	5	1.25	3	0.75
	Total Package Cost					
	Fixed hourly rate for basic services including labor & material cost					
4.	CRITERION FOUR: Proposed Approach to Providing Services:	15%	4.5	0.68	5	0.75
	Adequate current full-time staff, registered professionals in an applicable field, technical & administrative support staff to perform the work					
	Scope of Work submitted with each proposal with well defined deliverables & estimated timeframe for completion					
	TOTAL SCORE	100%		4.78		4.35
	Evaluation Instructions: Each factor above is worth up to 5 points, whole numbers only. Evaluate					
	5 - Excellent 4 - Very Good 3 - Average / acceptable 2 - Fair 1 - Poor (e.g. 35% x 4 = 1.4)					

Signature

Date



TRAVIS COUNTY INFORMATION TECHNOLOGY SERVICES

Tanya Acevedo, Interim Chief Information Officer

700 Lavaca, Suite 501A, 78701 (512) 854-9666 Fax (512) 854-4401

Travis County Courthouse, Austin, Texas

Date: 04/01/2013
To: Cyd V. Grimes, C.P.M-Travis County Purchasing Agent
Through: Tanya Acevedo, Interim Chief Information Officer
From: Walter LaGrone, Information Technology Director
Subject: Recommendation to Award RFS # 1301-004-SW - Cabling Installation Service Time and Materials to RC Data Communications

ITS Recommendation:

Award RFS- #1301-004-SW, Cabling Installation Services to RC Data Communications.

Summary and Staff Analysis:

Four companies submitted bids for equipment and technical support for Cabling Installation Service Time and Materials: RC Data Communications, Titus System LP, P & C Communications, and Black Box Network Services. There were two vendors that were asked to submit a Best and Final Offer (BAFO), RC Data Communications and Titus System LP. Based on the RAW score and bid amount, ITS recommends the award of the RFS to RC Data Communications.

The BAFO scoring:

Table with 3 columns: Vendor, RAW Score, Bid. Rows include RC Data (4.78, \$943,600) and Titus (4.35, \$1,299,089).

Budgetary and Fiscal Impact:

The funding is provided under the commitment items listed below:

- List of commitment items: 112-004-0001-511900, 190-825-0001-511900, 190-800-0001-511900, 190-826-0001-511900, 190-802-0001-511900, 190-830-0001-511900, 190-803-0001-511900, 190-831-0001-511900, 190-804-0001-511900, 190-833-0001-511900, 190-805-0001-511900, 190-836-0001-511900, 190-807-0001-511900, 190-847-0001-511900, 190-808-0001-511900, 190-848-0001-511900, 190-809-0001-511900, 190-849-0001-511900, 190-815-0001-511900, 190-850-0001-511900, 190-823-0001-511900, 190-851-0001-511900

190-824-0001-511900	190-853-0001-511900
190-855-0001-511900	190-861-0001-511900
190-856-0001-511900	190-862-0001-511900
190-857-0001-511900	190-864-0001-511900
190-858-0001-511900	190-865-0001-511900
190-860-0001-511900	190-873-0001-511900

Background:

Information Technology Services provides cabling services to county departments for office moves and space renovations. This includes voice, data and cable TV signals running on coaxial, copper and fiber optic cabling.

On an annual basis, Travis County awards a contract for cabling installation services to meet the needs of the County for the coming year. This contract is utilized for routine adds/moves/changes as well as cabling infrastructure projects.

Required Authorizations:

Legal:	John Hille, County Attorney
Purchasing:	Bonnie Floyd, Scott Wilson
Budget:	Leslie Browder, Katie Gipson
ITS:	Trey Wallace, David Hopkins, Sheryl Holder