

SCHOOL BOARD OF BREVARD COUNTY
OFFICE OF PURCHASING SERVICES
2700 JUDGE FRAN JAMIESON WAY
VIERA, FL 32940-6601

ITB #13-B-017-WH Microfilm Image Conversion Services for Brevard Schools

VENDOR RECOMMENDED FOR AWARD:

Vendor Name:	Item(s):	Amount of Award:
Scanning America, Inc.	All	\$41,000.00
TOTAL		\$41,000.00

SOLICITATION SUMMARY

Date Solicited:	<u>November 1, 2012</u>	No. Firms Solicited:	<u>113</u>
Date Opened:	<u>December 4, 2012</u>	No. Firms Submitting:	<u>3</u>
Present to Board	<u>January 22, 2013</u>		

CONTRACT TERM:

The contract term shall commence January 23, 2013 for an initial three year period with an option to renew for one (1) additional two (2) year period.

RECOMMENDATION: (Posted January 7, 2013 at 2:15 P.M.)

It is the recommendation of Michelle Irwin, Director of District Communications to approve the award to the lowest responsive and responsible bidder, as highlighted on the attached tabulation. Request authority for the Director of Purchasing and Warehouse Services to renew the contract for one additional two year period contingent upon the recommendation of the Director of District Communications and contract review.

AUTHORITY FOR ACTION:

Florida Administrative Code 6A-1.012(9)

ACTION BY BOARD:

_____ Approved Recommendation(s) Above & Awarded
_____ Other _____

Meeting Date: **January 22, 2013**

Cheryl L. Olson, C.P.M., CPPO, FCCN
Director of Purchasing and Warehouse Services

TABSHEET ITB #13-B-017-WH Microfilm Image Conversion Services December 5, 2012 at 2:00 PM Opened By: Wil Henzmann, Buyer Witnessed By: Kelley Caudill This is the tabsheet showing award recommendation pending Board Approval January 22, 2013		DRS Group of Florida 11271 Interchange Circle S. Miramar, FL 33025 John Civale Phone# 954-538-1112 Fax 954-538-0717	Scanning America Inc. 1440 N 3rd Street Lawrence, KS 44066 Terry Borovitsky Phone# 404-824-6633 Fax# 888-748-3247	Image One Corporation 6206 Benjamin Rd. Suite 301 Tampa, FL 33635 Tony Bush Phone #407-422-333 ext 102 Fax.813-887-5359			
Completed ITB Cover Page	YES	YES	YES				
FL Dept. of State Division of Corporations Number	YES	YES	YES				
Completed Bid Submittal Form	YES	YES	YES				
Addenda #1	YES	YES	YES				
Drug Free Certification	YES	YES	YES				
Debarment Certification	YES	YES	YES				
Emergency/Storm Related Catastrophe Form	YES	YES	YES				
Conflict of Interest Form	YES	YES	YES				
References Form	YES	YES	YES				
Certified Business Program Reciprocity Affidavit	NO	NO	NO				
Non-Disclosure for Confidential Materials	NO	NO	NO				
Litigations/Bankruptcy	NO	NO	NO				
Local Business Tax Receipts	YES	NO	YES				
Current W-9	YES	YES	YES				
Proof of Insurance	YES	YES	YES				
Contact Information	YES	YES	YES				
Documentation showing a minimum of five (5) years digital image conversion experience with a minimum of three educational or government references (on reference form)	NO	YES	YES				
List of equipment used in proposed process.	NO	YES	YES				
Evidence of vendor's ability to conform to industry standards	NO	YES	YES				
ITEM	DESCRIPTION OF SERVICE	PRICING	PRICING	PRICING			
	1. Microfilm Image Conversion Services to include: • Scan 16mm Roll Microfilm to 300DPI Black & White Single-page TIFF, and combine Single Page TIFFs into Multi-Page TIFFs per record based on index data. • Index records based on six (6) fields: First Name, Last Name, Middle Initial, Date of Birth, Student Number, and Social Security Number. • Create Laserfiche Volume or Laserfiche Plus DVDs to be used for uploading of indexed scans to the District's existing.		Scanning will be performed out of Scanning America's office located: 150 W Flagler Ave Miami FL				
	Unit Price (per image)	\$0.11000	\$0.04100	\$0.05785			
	Total Price (for Estimated Quantity of 1,000,000 images / To be processed 50 rolls at a time)	\$110,000.00	\$41,000.00	\$57,850.00			

Recommended Award Key: Column highlighted in yellow identifies the recommended award.

All other bidders did not meet the definition of responsive and responsible for this bid as outlined in Section 2.10