The School Board of Miami-Dade County, Florida
SCHOOL BOARD ADMINISTRATION BUILDING
Bureau of Procurement and Materials Management
1450 N.E. 2nd Avenue, Room 352
Miami, Fl. 33132

Direct All Inquiries To
The Bureau of Procurement and Materials Management -
L. Leasburg-Kramer, C.P.M.
PHONE: (305) 995-1364
TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: October 5, 2006
Addendum No. 1

BID/RFP No.: 118-FF04
BID/RFP TITLE: Computer Equipment Service & Repair (On-Site)

This addendum modifies the conditions of the above referenced BID/RFP as follows:

1) REVISE Bidder Qualification Form. **BID OPENING DATE CHANGED TO October 17, 2006**.
2) REVISE Special Condition 2 – AWARD and Special Condition 5: PRE-BID CONFERENCE
3) REVISE Bid Proposal Form: Deletion of Items 16, 17, 21, 24, 25, 27, 28, 33, 39, Addition of Group VII, VIII, IX, X, XI, XII
4) Response to Questions

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

1 If your bid/proposal has not been mailed, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been mailed, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

I acknowledge receipt of Addendum Number

PLEASE NOTE: If your firm has mailed a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
OF AUTHORIZED REPRESENTATIVE

NAME (Typed)- _____ TITLE: _____
OF AUTHORIZED REPRESENTATIVE

Clear Form | Import Data | Submit Form

Miami-Dade County Public Schools
giving our students the world

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
SCHOOL BOARD ADMINISTRATION BUILDING
1450 Northeast Second Avenue
Miami, FL 33132

Direct all inquiries to Procurement Management Services:

BUYER NAME: L. Leasburg-Kramer
E-MAIL ADDRESS: lleasburg-kramer@dadeschools.net
PHONE: (305) 995-1364
FAX NUMBER 523-3367
TDD PHONE (305) 995-2400

BIDDER QUALIFICATION FORM

BID NO. 118-FF04

BID TITLE Computer Equipment Service and Repair (On-Site)
REVISED

Bids will be accepted until 2:00 PM on October 17, 2006 in room 351, School Board Administration building, 1450 NE 2nd Avenue, Miami, FL., 33132, at which time they will be publicly opened. Bids may not be withdrawn for 120 days after opening. (Refer to Instructions to Bidders, para. IV.B.)

THE SUBMISSION OF THE BID BY THE VENDOR, ACCEPTANCE AND AWARD OF THE BID BY THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA, AND SUBSEQUENT PURCHASE ORDERS ISSUED AGAINST SAID AWARD SHALL CONSTITUTE A BINDING, ENFORCEABLE CONTRACT. UNLESS OTHERWISE STIPULATED IN THE BID DOCUMENTS, NO OTHER CONTRACT DOCUMENTS SHALL BE ISSUED.

I. A. BIDDER CERTIFICATION AND IDENTIFICATION

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid; and I certify that I am authorized to sign this bid for the bidder.

B. Vendor certifies that it satisfies all necessary legal requirements as an entity to do business with the School Board of Miami-Dade County, Florida.

II. INDEMNIFICATION

The Bidder shall hold harmless, indemnify and defend the indemnities (as hereinafter defined) against any claim, action, loss, damage, injury, liability, cost or expense of whatsoever kind or nature including, but not by way of limitation, attorney's fees and court costs arising out of bodily injury to persons, including death, or damage to tangible property arising out of or incidental to the performance of this Contract (including goods and services provided thereto) by or on behalf of the Bidder, whether or not due to or caused in part by the negligence or other culpability of the indemnity, excluding only the sole negligence or culpability of the indemnity. The following shall be deemed to be indemnities: The School Board of Miami-Dade County, Florida and its members, officers and employees.

III. PERFORMANCE SECURITY, is required on this bid. YES ☐ NO ☐

Refer to **INSTRUCTIONS TO BIDDERS,** para. VII., and VI.

IF PERFORMANCE SECURITY IS REQUIRED, PLEASE INDICATE THE TYPE TO BE FURNISHED:

Performance Bond ☐ Check (Cashier's, Certified, or equal) ☐

An original, manual signature is required on the Bidder Qualification Form.
(Bidder is requested to use blue ink)
(Do not use pencil)

Legal Name of Vendor _____

Mailing Address _____

City _____ ***State*** _____ ***Zip Code*** _____

Telephone No. _____ ***E-mail address*** _____

By: Signature (Original)
Of Authorized Representative _____ ***Date*** _____

Name (Typed or Printed)
Of Authorized Representative _____ ***Date*** _____

FROM: _____
_____
_____

AFFIX
POSTAGE
HERE

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
PROCUREMENT MANAGEMENT SERVICES
ROOM NO. 352 BID BOX
1450 N.E. 2ND AVENUE
MIAMI, FLORIDA 33132

BID NO.: 118-FF04
BID TITLE: Computer Equipment Service and Repair (On-Site)
BID OPENING DATE: October 17, 2006

THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
Procurement Management Services

NOTICE OF PROSPECTIVE BIDDERS

NO BID

If not submitting a bid at this time, for informational purpose only, detach this sheet from the bid documents, complete the information requested, fold as indicated, staple, affix postage and return address, and mail. NO ENVELOPE IS NECESSARY.

NO BID SUBMITTED FOR REASON(S) CHECKED AND/OR INDICATED:

Our company does not handle this type of product/service.
We cannot meet the specifications nor provide an alternate equal product.
Our company is simply not interested in bidding at this time.
OTHER, (Please specify)_____
_____
_____

We do not want to be retained on your mailing list for future bids for this type or product and/or service.

Signature _____
Title _____
Company_____

NOTE: **Failure to respond, either by submitting a bid or this completed form, may result in your company being removed from the School Board's bid list. To qualify as a respondent to the bid, vendor must submit a** *NO BID.*

MIAMI-DADE COUNTY PUBLIC SCHOOLS

BID PROPOSAL FORM *(FORMAT A)* TO: THE SCHOOL BOARD OF MIAMI-DADE COUNTY FLORIDA

BID	BUYER	PAGE
118-FF04	Linda Leasburg-Kramer	SC 1
TITLE		
Computer Equipment Service and Repair (On-Site)		

SPECIAL CONDITIONS

1. **PURPOSE:** The purpose of this bid is to establish a contract, at firm unit prices, for on-site computer equipment service and repair, from date of award, through June 30, 2009, and may, by mutual agreement between The School Board of Miami-Dade County, Florida and the awardee(s), upon final School Board approval, be extended for two (2) additional one (1) year period(s) and, if needed, 90 days beyond the expiration date of the current contract period, the Board, through Procurement and Materials Management, may if considering extending, request a letter of intent from the awardee(s), prior to the end of the current contract period. The awardee(s) will be notified when the Board has acted upon the recommendation. All prices shall be firm for the term of the contract. The successful vendor(s) agrees to this condition by signing it's bid.

2. **AWARD:** In order to meet the needs of the District, each group, as indicated on the Bid Proposal Form, shall be awarded up to the three (3) lowest responsive and responsible bidders meeting specifications, offering the lowest flat rate service call prices per group. Vendors must supply pricing for each item in the group to be considered. Vendors will be ranked from low to high. The Primary vendor for flat-rate will be the vendor offering the lowest prices per group, meeting specifications. Groups are identified as Group I: Computers; Group II: Servers; Group III: Network Connectivity Devices; Group IV: Printers; Group V: Laptops, Group VI: Apple Products Group VII: Stratacache Products; Group VIII: Cisco Products; Group IX: UPS Products; Group X; 8E6 Products; Group XI: Tektronics / Xerox Products; Group XII: Fortinet Products

As the need arises, the awarded vendors will be requested to submit quotations for any single job exceeding the quotation threshold as established by Miami-Dade County Public Schools' Board Rule 6Gx13-3C-1.111, BIDDING PROCESS -- COMPETITIVE BIDDING REQUIREMENTS, paragraph II, (B), or any amendment thereof. Quotations will be evaluated and the lowest responsive and responsible bidder awarded the specific job. Vendor may provided lower Hourly Labor Rates but may not increase rate provided on bid submission and may provide higher discounts off list, but not lower, than those provided on the bid submission. Single jobs under the quotation threshold, will be awarded to the low vendor of award for this contract. If the vendor is unable to complete, due to current volume of assigned work, the District reserves the right to rotate among the other vendors of award. Each vendor will be utilized as determined by M-DCPS.

In order to be considered for award, bidder(s) service personnel must be knowledgeable, competent and certified in the servicing of the equipment listed. Certifications required for technicians repairing items (other than Apple) shall be (at minimum) "A+PC" certified. Certifications required for technicians repairing Apple, shall be (at minimum) AppleCare certified. Additionally, manufacturer certifications are required. Failure to submit the required proof of certification(s) with the bid will result in the bidder not being considered for award.

3. **PRICES:** Prices shall be firm and fixed during the term of the contract. Refer to 1.4 of the attached specifications for additional information. At the end of the first year of the initial contract period and every year thereafter, prices may be adjusted to establish a current price for the upcoming contract period. The prices may be increased or decreased not to exceed the percentage published monthly by the United States Bureau of Labor. Calculations will be based on the CPI index for the latest month available at the

SPECIAL CONDITIONS CONTINUED

time of renewal. Prices submitted by the awarded vendors after the initial contract period and during any extension period will determine the Primary vendor for that contract period.

4. **UL/CSA/ETL APPROVAL:** All electrical equipment shall bear the approval symbol or name of underwriters' Laboratories, Inc., The Canadian Standards Association or ETL Testing Laboratories.

5. **PRE-BID CONFERENCE:** A pre-bid conference will be held **Tuesday September 26, 2006 at 1:30 P.M.** in Lecture room #1 at the Information Technology Services, 13135 SW 26 Street, Miami, FL 33175. Pre-Bid Conference attendance by the bidder or his qualified representative is highly desired for bid acceptance. Notwithstanding any oral questions and answers that may be provided at the conference, bidders are advised that the only official answer or position of M-DCPS will be stated in writing and submitted to all participants

6. **BID ADDENDUMS OR QUESTIONS AND ANSWERS:** Questions should be submitted in writing no later than **September 28, 2006 at 4:00 pm** in order to allow sufficient time for the District to respond. All bidders should monitor continuously, the M-DCPS Procurement website, for any addendums or questions and answers that may be posted, prior to the opening of this solicitation. The procurement website, which lists all bids, addendums, questions and answers and award information, is as follows: http://procurement.dadeschools.net (then click on) Current Bids/RFP's Under the Cone of Silence.

7. **INSURANCE REQUIREMENTS:** Successful vendor(s) are required to have insurance coverage, as specified in the indemnity and insurance form(s), attached hereto and made a part of this bid. The successful vendor(s) must submit completed certificate of insurance form(s), before being recommended for award. Failure to submit this form(s), as noted, will result in the vendor(s) not being recommended for the bid award.

8. **E-RATE PROGRAM PARTICIPATION AND INVOICING PROCEDURES:**

A. Where M-DCPS purchases are made using available E-rate funding, the selected Contractor will be required to submit their Service Provider Invoice ("SPI") to the District after services and/or equipment have been delivered, installed and are operational but before any submission to the Universal Service Administrative Company ("USAC") for reimbursement.

B. The SPI will be a complete invoice of all services and equipment and will reflect all charges to M-DCPS and to
USAC. This single and consolidated invoice will contain a comprehensive itemized breakdown of all charges and clearly set forth the appropriate percentage of payments due from USAC and M-DCPS respectively.

C. The SPI will also be required to show an itemized breakdown of all eligible and ineligible equipment and/or services being procured in accordance with the corresponding M-DCPS purchase order.

SPECIAL CONDITIONS CONTINUED

D. The Contractor will only be permitted to submit an SPI for reimbursement to USAC once M-DCPS has reviewed and has returned a signed approval of said SPI to Contractor. All SPIs will be reviewed within 14 calendar days of receipt by the M-DCPS Director of the E-Rate Program.

E. If, in the course of M-DCPS' review of any SPI, M-DCPS finds any variances between those items delivered and those for which a bill is being submitted, the M-DCPS E-Rate staff will notify the Contractor that they have not approved the SPI and will indicate which items need to be modified. Once any variances are corrected, the Contractor must resubmit the SPI to the M-DCPS Director of the E-Rate Program for their approval. M-DCPS will again have 14 calendar days to review the SPI.

F. Contractor agrees that, at any time, M-DCPS is free to verify with USAC that only those M-DCPS approved SPIs have been submitted to USAC for reimbursement. Any indication that non-approved

SPIs have been submitted to USAC will be considered a material breach of the terms of the contract. Additionally, M-DCPS will, upon becoming aware of any non-approved SPI submissions, notify USAC so that they may take any additional steps available to them to prevent waste, fraud and abuse within the program.

G. Damages assessed to the Contractor for submission of a non-approved SPI may include and are not limited to suspension of the contract, termination of the contract, damages in the amount of the overpayments made to Contractor by M-DCPS or USAC, or suspension or disbarment from participation in the E-Rate program. In no way shall this contract modify or limit the rights of USAC against the Contractor.

9. BACKGROUND SCREENING REQUIREMENTS: In accordance with the Instructions to Bidders, Section XVIII. – Background Screening Requirements, bidders are to complete the Sworn Statement – New Contracts. A copy of The Sworn Statement – New Contract forms is attached and is requested to be submitted with the bid.

10. SITE INSPECTION: Prospective bidders are encouraged to make site inspections of some typical M-DCPS schools to familiarize themselves with the unique environment where the work is to take place and to establish work procedures to minimize disruption at schools and other locations. Bidders must contact, ITS Warehouse, at (305) 995-3334, Roly Avila, to schedule site inspections. Scheduling of visits to the various locations will be coordinated to insure access and to review specifications regarding normal workload, average job size, problems, safety considerations, or other conditions that are unique to the Miami-Dade County Public School System. Failure to consider these conditions shall not entitle the awarded vendor to additional compensation after the bid has been awarded.

11. WARRANTY: A minimum 90-day warranty on parts and labor is required on all service work. The successful vendor will be responsible for repairing each unit during the warranty period, at NO cost to the Board. In the event the manufacturer of the parts offers a longer warranty period, M-DCPS must receive the longer-term warranty.

SPECIAL CONDITIONS CONTINUED

Refurbished parts may only be used when no new parts are available for the system. Documentation to this affect must be submitted to M-DCPS staff prior to their use for approval. Refurbished parts must have the same warranty as new parts.

12. **VENDOR INFORMATION SHEET:** All bidders are requested to complete the attached Vendor Information Sheet. In order to conduct new business under the bid, M-DCPS requires that the vendor(s) have a current vendor application on file. The information on both documents must be consistent. Failure to comply with this condition may cause the Bidder(s) not be awarded any new business. Vendor applications can be downloaded at http://procurement.dadeschools.net.

13. **OCCUPATIONAL LICENSE:** Any person, firm, corporation or joint venture, with a business location in Miami-Dade County, Florida, which is submitting a bid, shall meet the County's Occupational License Tax requirements in accordance with Chapter 8A, Article IX of the Code of Miami-Dade County, Florida. Bidders with a location outside Miami-Dade County shall meet their local Occupational Tax requirements. A copy of the license is requested to be submitted with the Bid Proposal. If the Bidder has already complied with this requirement, a new copy is not required while the license is valid and in effect. It is the Bidder's responsibility to resubmit a copy of a new license after expiration or termination of the current license. Non-compliance with this condition may cause the bid not to be considered for award.

14. **UNREPAIRABLE EQUIPMENT:** M-DCPS shall not pay more than 50% of the "Per Service Call" price for service calls on items awardee and M-DCPS collectively deems non-repairable or where the cost to repair is greater than the device's value. If the technician determines that there is a software failure, not a hardware problem, upon confirmation by M-DCPS, the service provider will be paid at 50% of the quoted price for the service call.

15. **MANUFACTURER CERTIFIED:** Technicians must have documented proof of certifications on the equipment they are bidding. They must have successfully completed a technical course, conducted by the manufacturer or be approved by the manufacturer.

16. **NON-EXCLUSIVITY:** MDCPS reserves the right to procure the items herein described in any manner it sees fit, including, but not limited to, awarding of other contracts, and use of contracts awarded by GSA, the State of Florida, any other county or municipality, or authorized contract, whichever is considered to be in the best interest of the Board.

SPECIAL CONDITIONS CONTINUED

17. **BID SUBMISSIONS:** Vendor is requested to provide one (1) original and one (1) copy of bid proposal. Additionally, vendor is to provide a copy of the excel file on CD with Bid Package. File to be completed may be downloaded at http://procurement.dadeschools.net (then click on) Current Bids/RFP's Under the Cone of Silence. Bids will be accepted until the time and date indicated on the Bidders Qualification Form. Bids and or files will not be accepted by E-Mail. Bidders are required to submit, with their bid package, all information requested in the attached specifications. Failure to provide documentation with the bid may result in the bid not being considered for award. Requested information includes, but is not limited to:

* Bidders Qualification Form
* Bid Proposal Form.
* Vendor Information Sheet.
* Manufacturers Certification, if applicable, that bidder is an authorized dealer of product submitted.
* Sworn Statement Pursuant to Section 1012.465, Florida Statutes as Amended by HB 1877
* List of three references, Specification 3.2
* List of technicians and recap of abilities as per Specification 3.4
* Copy of Service Level Agreement and Escalation Policies as per Specification 3.4
* Copy of Occupational License
* **Copy of Price List for Groups as Bid**
* In order to facilitate the evaluation, please submit the excel file on diskette in addition to the hard copy of the Bid Proposal Form.

18. **ERASURES OR CORRECTIONS:** When filling out the Bid Proposal Form, bidders are required to complete bid proposal in ink.

1. Use of pencil is prohibited.
2. Do not erase or use correction fluid to correct an error.
3. All changes must be crossed out and initialed in ink.

Those bids for individual items that do not comply with items 1, 2 and 3 above will be considered non-responsive for that item(s).

The School Board Of Miami-Dade County, Florida

Bid 118-FF04
Computer Equipment Service Repair

BID PROPOSAL FORM (FORMAT B)

Bidder is to complete all shaded areas

Bid: # 118-FF04	**NAME OF BIDDER:**
Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

AWARD: Each Group, as indicated on the Bid Proposal Form, shall be awarded up to the three (3) lowest responsive and responsible bidders meeting specifications, offering the lowest flat rate service call prices per group. Vendors will be ranked from low to high. The Primary vendor for flat-rate will be the vendor offering the lowest prices per group, meeting specifications. Each vendor may be awarded more than one item per group and more than one group. Before completing any portion of this bid, each bidder should be completely familiar with all conditions enumerated below and in the Special Conditions and Specifications. ***Bidders are reminded to submit a copy of the Price List via print copy, CD, Diskette or USB Flash Drive with the bid.***

Groups are as follows: Group I: Computer Desktops and Monitors; Group II: Servers; Group III: Network Connectivity Devices: Group IV: Printers; Group V: Laptops; Group VI: Apple Products; Group VII: Stratacache Products; Group VIII: Cisco Products; Group IX: UPS Products; Group X; 8E6 Products; Group XI: Tektronics / Xerox Products; Group XII: Fortinet Products

Service calls, to include all parts and labor.

ITEM	DESCRIPTION OF ITEM	PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
	GROUP I: Computer Desktops and Monitors			
1	**Dell**	$	% Off List	$
2	**Gateway**	$	% Off List	$
3	**Hewlett Packard / Compaq**	$	% Off List	$
4	**IBM (Lenovo)**	$	% Off List	$
5	**Sony**	$	% Off List	$
6	**Toshiba**	$	% Off List	$
7	**Computer Desktops & Monitors not listed above**	$	% Off List	$

The School Board Of Miami-Dade County, Florida

Bid 118-FF04
Computer Equipment Service Repair

BID PROPOSAL FORM (FORMAT B)

Bidder is to complete all shaded areas

Bid: # 118-FF04	**NAME OF BIDDER:**
Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

ITEM	**GROUP II: Servers**	PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
	Dell			
8	ITS: Located at Information Technology Services	$	% Off List	$
9	SCHOOL SITE	$	% Off List	$
	Gateway			
10	ITS: Located at Information Technology Services	$	% Off List	$
11	SCHOOL SITE	$	% Off List	$
	Hewlett Packard			
12	ITS: Located at Information Technology Services	$	% Off List	$
13	SCHOOL SITE	$	% Off List	$
	IBM (Lenovo)			
14	ITS: Located at Information Technology Services	$	% Off List	$
15	SCHOOL SITE	$	% Off List	$
	~~**Stratacache**~~			
~~16~~	~~ITS: Located at Information Technology Services~~	~~$~~	~~% Off List~~	~~$~~
~~17~~	~~SCHOOL SITE~~	~~$~~	~~% Off List~~	~~$~~
	Computer Server not listed above			
18	ITS: Located at Information Technology Services	$	% Off List	$
19	SCHOOL SITE	$	% Off List	$

The School Board Of Miami-Dade County, Florida

Bid 118-FF04
Computer Equipment Service Repair

BID PROPOSAL FORM (FORMAT B) **Bidder is to complete all shaded areas**

Bid: # 118-FF04	**NAME OF BIDDER:**
Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

ITEM	**Group III - Network Connectivity Devices**	PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
20	**3 Com**			
~~21~~	~~**Cisco Switches & Hubs** (excluding catalyst 5,000 series), all Cisco equipment must be picked up for service at the M-DCPS Network Warehouse. Any service outside the M-DCPS Network Warehouse **must** be authorized by the M-DCPS Network Help Desk~~	~~$~~	~~% Off List~~	~~$~~
22	**Shiva**	$	% Off List	$
23	**Acer**	$	% Off List	$
~~24~~	~~**APS Back-up Power Supply (not including battery)**~~	~~$~~	~~% Off List~~	~~$~~
~~25~~	~~**Fortinet**~~	~~$~~	~~% Off List~~	~~$~~
26	**Hewlett Packard**	$	% Off List	$
~~27~~	~~**Oneac (not including battery)**~~	~~$~~	~~% Off List~~	~~$~~
~~28~~	~~**8E6 Technologies**~~	~~$~~	~~% Off List~~	~~$~~

ITEM	**Group IV: Printers**	PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
	Printers: Laser			
29	**Brother**	$	% Off List	$
30	**Epson**	$	% Off List	$
31	**Hewlett Packard**	$	% Off List	$
32	**Lexmark**	$	% Off List	$
~~33~~	~~**Xerox**~~	~~$~~	~~% Off List~~	~~$~~
34	**Other: (specify)**	$	% Off List	$

ITEM		PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
	Printers: Inkjet			
35	**Brother**	$	% Off List	$
36	**Canon**	$	% Off List	$
37	**Epson**	$	% Off List	$
38	**Hewlett Packard**	$	% Off List	$
~~39~~	~~**Tektronics-Xerox**~~	~~$~~	~~% Off List~~	~~$~~
40	**Lexmark**	$	% Off List	$
41	**Other: (specify)**	$	% Off List	$

The School Board Of Miami-Dade County, Florida

Bid 118-FF04
Computer Equipment Service Repair

BID PROPOSAL FORM (FORMAT B)

Bidder is to complete all shaded areas

Bid: # 118-FF04	**NAME OF BIDDER:**
Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

ITEM	**Group V - Laptops**	PRICE PER FLAT-RATE SERVICE CALL (A)	% OFF PRICE LIST FOR PARTS (*FOR TIME AND MATERIALS*) (B)	HOURLY LABOR RATE (*FOR TIME AND MATERIALS*) (C)
	Service calls to include all parts and labor (with the exception of laptop screens), for	$	% Off List	$
42	**Dell**	$	% Off List	$
43	**Gateway**	$	% Off List	$
44	**Hewlett Packard / Compaq**	$	% Off List	$
45	**IBM (Lenovo)**	$	% Off List	$
46	**Sony**	$	% Off List	$
47	**Toshiba**	$	% Off List	$
48	**Other**	$	% Off List	$

ITEM	**Group VI - Apple Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
49	**Desktops and monitors**	$	% Off List	$
50	**Servers**	$	% Off List	$
51	**Laptops**	$	% Off List	$

ITEM	**Group VII - Statacache Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
	Stratacache			
52	ITS: Located at Information Technology Services	$	% Off List	$
53	SCHOOL SITE	$	% Off List	$

ITEM	**Group VIII - Cisco Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
54	**Cisco Switches & Hubs** (excluding catalyst 5,000 series), all Cisco equipment must be picked up for service at the M-DCPS Network Warehouse. Any service outside the M-DCPS Network Warehouse **must** be authorized by the M-DCPS Network Help Desk	$	% Off List	$

ITEM	**Group IX - UPS Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
55	**APS Back-up Power Supply (not including battery)**	$	% Off List	$
56	**Oneac (not including battery)**	$	% Off List	$

The School Board Of Miami-Dade County, Florida

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Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

ITEM	**Group X - 8E6 Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
57	**8E6 Technologies**	$	% Off List	$

ITEM	**Group XI - Tektronics/XeroxProducts**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
58	**Tektronics - Xerox - Laser Printers**	$	% Off List	$
59	**Tektronics - Xerox - Inkjet Printers**	$	% Off List	$

ITEM	**Group XII - Fortinet Products**	PRICE PER FLAT-RATE SERVICE CALL (A)	PARTS (*FOR TIME AND MATERIALS*) (B)	(*FOR TIME AND MATERIALS*) (C)
60	**Fortinet**	$	% Off List	$

Vendor Contact Information

Sales Representative:		Customer Service:	
Email		Email	
Phone		Phone	
Fax		Fax	

Project Management:		Accounts Receivable:	
Email		Email	
Phone		Phone	
Fax		Fax	

Location of Repair Facilities:		URL:	
Address			
City, State			
Phone:			

The School Board Of Miami-Dade County, Florida

Bid 118-FF04
Computer Equipment Service Repair

BID PROPOSAL FORM (FORMAT B)

Bidder is to complete all shaded areas

Bid: # 118-FF04	**NAME OF BIDDER:**
Title: Computer Equipment Service & Repair (On Site) - REVISED	
Buyer: L. Leasburg-Kramer	

Please list below your most recent references and indicate the type of equipment installed for each client. References will be verified. Please attach additional sheets if needed

References: Company Name	Contact Name	Address	Phone
Type of Equipment and number of units			

References: Company Name	Contact Name	Address	Phone
Type of Equipment and number of units			

References: Company Name	Contact Name	Address	Phone
Type of Equipment and number of units			

Number of Techs employed during the week:	
Number of Techs employed during the weekend:	

Technicians:	Job Description:	Certifications:

118-FF04
Computer Equipment Service and Repair (On-Site)

Question:
Why is the District asking for a price by Group? Why not ask for price by item?

Response:
The District seeks a solution that is both cost effective and manageable. It would be inefficient and too expensive for the District to manage a Service bid based solely on individual mfg/system type.

Question:
What is a Flat Rate service call?

Response:
As per Specification 2.6 a Flat-Rate Service Call: Service Call charges will include all time and material costs, and will be paid at the awarded unit prices for troubles that occur from the usual and normal operations of the systems, including normal wear and tear. This includes all hardware, software and associated applications ancillary equipment and peripherals.

Question:
Would items damaged in a flood have to be covered under a Flat Rate call? We have had problems with other contracts from Hurricane damage and this has caused us problems?

Response:
No, per specification 2.6 Work not included in a Service Call: Damages, defects, malfunctions or service failures caused by: (a) M-DCPS's modifications of the systems; (b) M-DCPS's abuse, misuse or negligent acts; and (c) fire, flood, accident, actions of a third party or other events outside the manufacturer's or the contractor's control are not a Service Call. Work that is not a Service Call will be priced on a Time and Material basis and be in accordance with the pricing catalog submitted. No work will be done without prior authorization by ITS as stipulated in Sections 5.1 and 5.2.

Question:
Please explain why certifications are required?

Response:
Certifications are required to ensure that the staff working on the equipment is properly trained and knowledgeable. Certifications are detailed in Special Condition 2: AWARD, and 15: MANUFACTURER CERTIFIED.

Question:
Is this contract for warranty or post-warranty work?

Response:
This is for post-warranty work.

Question:
Is the award by item or group?

Response:
See the revised language in **BOLD** for 2. AWARD

2. **AWARD:** In order to meet the needs of the District, **each group**, as indicated on the Bid Proposal Form, shall be awarded up to the three (3) lowest responsive and responsible bidders meeting specifications, offering the lowest flat rate service call prices per group. **Vendors must supply pricing for each item in the group to be considered.** Vendors will be ranked from low to high. The Primary vendor for flat-rate will be the vendor offering the lowest prices per group, meeting specifications. **Groups are identified as Group I: Computers; Group II: Servers; Group III: Network Connectivity Devices; Group IV: Printers; Group V: Laptops, Group VI: Apple Products; Group VII: Stratacache Products; Group VIII: Cisco Products; Group IX: UPS Products; Group X; 8E6 Products; Group XI: Tektronics / Xerox Products; Group XII: Fortinet Products**

As the need arises, the awarded vendors will be requested to submit quotations for any single job exceeding the quotation threshold as established by Miami-Dade County Public Schools' Board Rule 6Gx13-3C-1.111, BIDDING PROCESS -- COMPETITIVE BIDDING REQUIREMENTS, paragraph II, (B), or any amendment thereof. Quotations will be evaluated and the lowest responsive and responsible bidder awarded the specific job. Vendor may provided lower Hourly Labor Rates but may not increase rate provided on bid submission and may provide higher discounts off list, but not lower, than those provided on the bid submission. Single jobs under the quotation threshold, will be awarded to the low vendor of award for this contract. If the vendor is unable to complete, due to current volume of assigned work, the District reserves the right to rotate among the other vendors of award. Each vendor will be utilized as determined by M-DCPS.

In order to be considered for award, bidder(s) service personnel must be knowledgeable, competent and certified in the servicing of the equipment listed. Certifications required for technicians repairing items (other than Apple) shall be (at minimum) "A+PC" certified. Certifications required for technicians repairing Apple, shall be (at minimum) AppleCare certified. Additionally, manufacturer certifications are required. Failure to submit the required proof of certification(s) with the bid will result in the bidder not being considered for award.

Question:
Who determines what is wrong?

Response:
The school or administrative site will call when equipment fails. The personnel at these sites vary with regards to technical knowledge and the amount of information regarding the problems they are experiencing will vary. It is the responsibility of the awarded servicing vendor to determine the problem with the equipment and to provide the timely resolution of repairs.

118-FF04
Computer Equipment Service and Repair (On-Site)

Question:
Who provides the escalation?

Response:
Bidders are asked to provide their escalation policies for problems. Bidders should be mindful that the policies proposed should allow the vendor to maintain response times based on the bid requirements.

Priority of calls when issued by ITS Network Support Help Desk will be determined by the District.

Question:
Can priority 1 and 2 calls be priced differently?

Response:
No. The District requires **one** Flat Rate Service call price.

Question:
What happens if the equipment cannot be repaired?

Response:
As per Special Condition 14: **UNREPAIRABLE EQUIPMENT:** M-DCPS shall not pay more than 50% of the "Per Service Call" price for service calls on items awardee and M-DCPS collectively deems non-repairable or where the cost to repair is greater than the device's value. If the technician determines that there is a software failure, not a hardware problem, upon confirmation by M-DCPS, the service provider will be paid at 50% of the quoted price for the service call.

Question:
Can the District provide the number of calls?

Response:
The District averages 85 calls per month.

Question:
Can the District provide the pricing from the previous bid?

Response
Pricing for, 087-CC04: Computer Equipment Service and Repair pricing is attached on a PDF file.

Clarification by District with regards to Cisco:
Equipment will be picked up the ITS Annex. No calls for Cisco will be directed to a site.

Question:
If you are unable to attend the pre-bid may you still submit a bid?

Response:
Special Condition 5: PRE-BID CONFERENCE has been revised to read A pre-bid conference will be held **Tuesday September 26, 2006 at 1:30 P.M.** in Lecture room #1

at the Information Technology Services, 13135 SW 26 Street, Miami, FL 33175. Pre-Bid Conference attendance by the bidder or his qualified representative is highly desired for bid acceptance.

Question:
Does the price per service call have to include expected hardware purchases?

Response
Yes.