

## DEPARTMENTAL INPUT

### CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION

New   
  OTR   
  Sole Source   
  Bid Waiver   
  Emergency   
 Previous Contract/Project No. N/A

Contract   
  Re-Bid   
  Other   
 LIVING WAGE APPLIES:  YES  NO

Requisition No./Project No.: RQET1400006   
 TERM OF CONTRACT 4 YEAR(S) WITH 0 YEAR OTRs

Requisition /Project Title: Dell Computer Systems

Description: The purpose of this solicitation is to establish a contract for the Miami-Dade Corrections and Rehabilitation Department (MDCR) for the purchase of Dell Computer Systems (Systems). Bidders must be authorized resellers or authorized distributors of Dell products.

Issuing Department: ISD   
 Contact Person: Kimberly Craig   
 Phone: 305-375-1443

Estimate Cost: \$346,000   
 Funding Source: GENERAL   
-General   
FEDERAL   
OTHER

### ANALYSIS

<b>Commodity Codes:</b>	<u>205-11</u>		
Contract/Project History of previous purchases three (3) years Check here <input checked="" type="checkbox"/> if this is a new contract/purchase with no previous history.			
	<b>EXISTING</b>	<b>2<sup>ND</sup> YEAR</b>	<b>3<sup>RD</sup> YEAR</b>
<b>Contractor:</b>			
<b>Small Business Enterprise:</b>			
<b>Contract Value:</b>	\$	\$	\$

Comments: Product only. No installation.

Continued on another page (s):  YES  NO

### RECOMMENDATIONS

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>			X	

Basis of recommendation: See Sections 2 and 3 of draft ITB

Signee: Kimberly Craig   
 Date sent to SBD: 2/5/14

Date returned to ISD Procurement: \_\_\_\_\_

RECEIVED  
 DEPT. BUSINESS  
 2014 FEB -5 PM 3:47

**SECTION 2 - SPECIAL TERMS AND CONDITIONS****2.1 PURPOSE: TO ESTABLISH A CONTRACT FOR THE COUNTY**

The purpose of this solicitation is to establish a contract for the Miami-Dade Corrections and Rehabilitation Department (MDCR) for the purchase of Dell Computer Systems (Systems) in conjunction with the County's needs on an as needed when needed basis. Items labeled "No Substitute" are the only products that will be accepted under this solicitation. The Systems must conform with the established standard hardware platform for MDCR.

**2.2 TERM OF CONTRACT: FIXED PERIOD OF FOUR YEARS**

This contract shall commence on the first calendar day of the month succeeding approval of the contract by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Services Division, and contingent upon the completion and submittal of all required bid documents. The contract shall remain in effect for four (4) years and upon completion of the expressed and/or implied warranty periods. The contract shall expire on the last day of the last month of the contract term.

**2.4 METHOD OF AWARD: TO A SINGLE LOWEST PRICE VENDOR IN THE AGGREGATE**

Award of this contract will be made to the responsive, responsible vendor who submits an offer on all items listed in the solicitation and whose offer represents the lowest price when all items are added in the aggregate. If a vendor fails to submit an offer on all items, its overall offer will be rejected. The County will award the total contract to a single vendor.

**2.5 PRICES SHALL BE FIXED AND FIRM FOR TERM OF CONTRACT:**

If the vendor is awarded a contract under this solicitation, the prices proposed by the vendor shall remain fixed and firm during the term of contract.

**2.6 METHOD OF PAYMENT: INVOICES FOR COMPLETED PURCHASES**

Invoices shall be submitted in accordance with Section 1, Paragraph 1.34. Initial invoice shall be for the delivery of the new Systems. Extended maintenance and support services shall be invoiced prior to the expiration of the initial year of maintenance and support.

**2.7 "EQUAL" PRODUCT CANNOT BE CONSIDERED: MATCHING EXISTING HARDWARE PLATFORM**

The specific items listed in this solicitation are the only products that will be accepted under this solicitation. The items must conform with the established standard hardware platform for MDCR. "Equal" products shall not be considered during the bidding process, and may only be considered during the contract term(s) for discontinued items.

**2.8 CERTIFICATIONS: AUTHORIZED RESELLER OR DISTRIBUTOR**

The items accepted under this solicitation must conform with the established standard hardware platform for MDCR. Any person, firm, corporation or joint venture submitting an offer under this solicitation shall certify that they are an authorized reseller or authorized distributor of Dell products. Offers submitted by vendors who are not authorized resellers or authorized distributors of Dell products will be deemed non-responsible and will be rejected. The Vendor's status is subject to further verification by the County with Dell, Inc. directly.

**2.9 DELIVERY SHALL BE WITHIN FIFTEEN (15) DAYS AFTER DATE OF ORDER**

The vendor shall make deliveries within fifteen (15) calendar days after the date of the order. All deliveries shall be made in accordance with good commercial practice and all required delivery timeframes shall be adhered to by the vendor; except in such cases where the delivery will be delayed due to acts of nature, strikes, or other causes beyond the control of the vendor. In these cases, the vendor shall notify the County of the delays in advance of the original delivery date so that a revised delivery schedule can be appropriately considered by the County.

Should the vendor to whom the contract is awarded fail to deliver in the number of days stated above, the County reserves the right to cancel the contract on a default basis after any back order period that has been specified in this contract has lapsed. If the contract is so terminated, it is hereby understood and agreed that the County has the authority to purchase the goods elsewhere and to charge the incumbent vendor with any re-procurement costs. If the vendor fails to honor these re-procurement costs, the County may terminate the contract for default.

**2.10 CONTACT PERSON:**

For any additional information or questions regarding the terms and conditions of this solicitation and resultant contract, please contact Kimberly Craig via e-mail at [kcraig@miamidade.gov](mailto:kcraig@miamidade.gov) with a copy to the Clerk of the Board at [clerkBCC@miamidade.gov](mailto:clerkBCC@miamidade.gov). Administrative Order 3-27, Cone of Silence, prohibits oral communication regarding a bid during the period the Cone is in effect. The County reserves the right to change the contact person throughout the term of the agreement. Any changes will be communicated in writing to vendors as needed.

**2.11 ACCEPTANCE OF PRODUCT BY THE COUNTY**

The product(s) to be provided hereunder shall be delivered to the County, and maintained if applicable to the contract, in full compliance with the specifications and requirements set forth in this contract. If a vendor-provided product is determined to not meet the specifications and requirements of this contract, either prior to acceptance or upon initial inspection, the item will be returned, at vendor expense, to the vendor. At the County's own option, the vendor shall either provide a direct replacement for the item, or provide a full credit for the returned item. The vendor shall not assess any additional charge(s) for any conforming action taken by the County under this clause.

**2.12 DAMAGED GOODS WHEN SHIPPING IS PROVIDED BY VENDOR:**

The vendor shall be responsible for filing, processing, and collecting all damage claims against the shipper.

**2.13 ADDITIONAL QUANTITY OF ITEMS OR UNITS (ONE TIME PURCHASE)**

Although this solicitation and resultant contract states a specific or an estimated number of items or units to be purchased by the County, it is understood and agreed that the County may purchase additional items or units from the vendor; provided that these additional items or units represent the same manufacturer, model or brand, and unit price stipulated within the contract.

**2.14 EXEMPTION FROM CERTAIN CLAUSES**

The contract to be awarded under this solicitation is for the purchase of equipment. No installation is required. The awarded vendor may not be subject to the following clause, as applicable: Section 1.21 (Insurance Requirements).

## SECTION 3 – TECHNICAL SPECIFICATIONS

### **3.1 SCOPE OF WORK**

The purpose of this solicitation is to establish a contract for the Miami-Dade Corrections and Rehabilitation Department (MDCR) for the purchase of Dell Computer Systems (Systems) in conjunction with the County's needs on an as needed when needed basis. No installation is required.

The specific items listed herein are the only products that will be accepted under this solicitation. The items must conform with the established standard hardware platform for MDCR. "Equal" products shall not be considered during the bidding process, and may only be considered during the contract term(s) for discontinued items.

Any person, firm, corporation or joint venture submitting an offer under this solicitation shall certify that they are an authorized reseller or authorized distributor of Dell products.

### **3.2 GOODS / SERVICES TO BE PROVIDED**

#### **A. OPTIPLEX 3010 DESKTOP SYSTEMS FOR STANDARD POWER SUPPLY, SKU 225-3520**

*The OptiPlex 3010 Desktop Systems, SKU 225-3520, should meet or exceed the following specifications:*

- Operating System: Windows 7 Professional, No Media, 32-bit, English
- Processor: 3rd Gen Intel® Core™ i5-3470 Processor (Quad Core, 6MB, 3.20GHz w/HD2500 Graphics)
- Memory: 4GB, NON-ECC, 1600MHZ DDR3, 1DIMM
- Graphics Card: AMD RADEON™ HD 7470 1GB DDR3 DP/DVI w/VGA & DVI Adapters, LP
- Boot Hard Drive: 250GB 3.5" SATA 3Gb/s with 8MB DataBurst Cache
- USB 3.0 Controller Card: USB Port adapter, LP
- Energy Efficiency Option: No ESTAR Settings
- Low Power Mode: 1 Watt ready low-power mode
- Removable Media Storage Device: 8X DVD+-RW/Media Card Reader, Data Only
- Speakers: Dell AX510 Sound Bar for all UltraSharp Flat Panel Displays (Black)
- Keyboard: Dell KB212-B USB 104 Quiet Key Keyboard, English
- Mouse: Dell MS111 USB Optical Mouse
- Monitor: Dell P1913 Widescreen, 19VIS, VGA/DVI, OptiPlex, Precision and Latitude
- Hardware Support Services: Initial Year and 3-Year ProSupport with NBD Limited Onsite Service after Remote Diagnosis

**B. OPTIPLEX XE2 MINITOWER SYSTEMS, SKU 210-AAEN**

*The OptiPlex XE2 Minitower Systems, SKU 210-AAEN, should meet or exceed the following specifications:*

- Chassis Option: OptiPlex XE2 MT up to 90% efficient PSU Base Mini Tower Chassis
- Intrusion Switch: Chassis Intrusion Switch
- Operating System: Windows 7 Professional, 32-bit, English
- Processor: Intel® Core™ i7-4770S Processor (Quad Core, 8MB Cache, 3.10GHz Turbo, w/ HD 4600 Graphics)
- Memory: 4GB (1X4GB) 1600MHz DDR3 Non-ECC
- Video Cards: AMD Radeon™ HD 8490, 1GB DDR3, FH, 1 DP 1 DVI
- Boot Hard Drives: 500GB 3.5inch SATA (7.200 Rpm) Hard Drive
- Raid Connectivity: No RAID
- Cables, Multi Select: DisplayPort-DVI Adapter
- Systems Management Mode: Intel vPro Technology Enabled
- Wireless: No Wireless selected
- Removable Media Storage Device: 16X DVD+/-RW Drive
- Speakers: Internal Speaker
- Speakers: AX510 Multi-Media Audio Bar
- Keyboard: US English (QWERTY) Dell KB-522 Wired Business Multimedia USB Keyboard Black
- Mouse: Dell USB 6-Button Laser Mouse
- Monitor: Dell 22 Monitor - P2213
- Hardware Support Services: Initial Year and 3-Year ProSupport with NBD Limited Onsite Service after Remote Diagnosis

## Walters, Vivian (ISD)

---

**From:** Craig, Kimberly (ISD)  
**Sent:** Wednesday, February 05, 2014 2:13 PM  
**To:** Walters, Vivian (ISD)  
**Subject:** RQET1400006 SBD Measures  
**Attachments:** RQET1400006SBDInput.doc; ITB - Section 2 Special Terms and Section 3 Tech Specs.docx

Hi Vivian,

Please review the attached scope for measures. If you could please expedite this request, I would really appreciate it. I have been told that the client department needs this to be bid out as quickly as possible.

Kind Regards,

**Kimberly Craig**, Procurement Contracting Officer 1

**Miami-Dade County** | Internal Services Department, Procurement Management Services

111 NW 1<sup>st</sup> Street, Suite 1300 | Miami, FL 33128

p. 305.375-1443 | f. 305.375-5688

[kcraig@miamidade.gov](mailto:kcraig@miamidade.gov)

 "Delivering Excellence Every Day" 