

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Department of Information Technology Services

**AGENDA DATE:** July 14, 2015

**CONTACT PERSON/PHONE:** Bruce D. Collins – Purchasing & Strategic Sourcing, Director (915) 212-1181  
Enrique Martinez, Jr. –Director, Information Technology, (915) 212-1400  
Dionne Mack – Director, Library Department, (915) 543-5413

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:**

Strategic Goal 7, Enhance and Sustain El Paso's Infrastructure Network.

**SUBJECT:**

Recommend the award of Solicitation No. 2015-707R (Library Self-Service Checkout Machines) to Tech Logic Corporation for an initial five (5) year term in the estimated amount of \$727,008.00 for hardware/software, implementation/training and license/maintenance. The award includes an additional five (5) year (years 6-10) amount of \$135,600.00 for license and maintenance costs for a total ten year award of \$862,608.00

**BACKGROUND / DISCUSSION:**

On February 24<sup>th</sup>, 2015, a Request for Proposal (RFP), Solicitation No. 2015-707R Library Self-Service Checkout Machines, was mailed out and was due on March 18, 2015. This RFP will allow the Library to replace the standard circulation desk with a modernized self service circulation desk promoting a self service patron environment.

**SELECTION SUMMARY:**

Solicitation, Number 2015-707R was advertised on February 24, 2015 and March 3, 2015, and opened March 18, 2015. On February 24, 2015 bid notifications were postcards were mailed out, the solicitation was posted on City website and the email (Purmail) notification was sent out. Four (4) vendors were solicited and three (3) vendors responded, none were local vendors.

**PRIOR COUNCIL ACTION:** N/A

**AMOUNT AND SOURCE OF FUNDING:**

Department: Information Technology Services and the Library Department  
Amount: \$862,608  
Fund Source: QOL Bonds Capital Funds  
Project PCP13LIBA07, Account 580100, Dept. ID 190, Fund 4800, Division 29040

**BOARD / COMMISSION ACTION:**

N/A

\*\*\*\*\*AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

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**Enrique Martinez Jr., Department of Information Technology Services, Director**

**PROJECT FORM  
(REQUEST FOR PROPOSAL)**

\*\*\*\*\***POSTING LANGUAGE BELOW**\*\*\*\*\*

Please place the following item on the **REGULAR** agenda (under **REQUEST FOR PROPOSAL**) for the Mass Transit Board Meeting of **July 14, 2015**.

**Strategic Goal 7: Enhance and Sustain El Paso's Infrastructure Network.**

Discussion and action on the award of Solicitation No. 2015-707R (Library Self-Service Checkout Machines) to Tech Logic Corporation for an initial five (5) year term in the estimated amount of \$727,008.00. The award is to include a five (5) year amount of \$135,600.00 (License & Maintenance costs) for a total ten (10) year award of \$862,608.00

Department:	Library Department
Vendor:	Tech Logic Corporation White Bear Lake, MN
Item(s):	All
Initial Term:	5 Years
Option to Extend:	3 Years
Initial Term Estimated Award:	\$727,008.00 (Equipment & related items) \$135,600.00 (Years 6-10 - Software License/Maintenance/Support Costs)
Total Estimated Award:	\$862,608.00 (10 years)
Account No.:	190-29040-580100-4800- PCP13LIBA07
Funding Source:	QOL Bonds Capital Funds
District(s):	All

This is a Request for Proposal (RFP) hardware/software purchase.

The Purchasing & Strategic Sourcing Department, Information Technology Services and Library Department's recommend award as indicated to Tech Logic Corporation, the highest ranked proposer based on evaluation factors established for this procurement. In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related documents and agreements necessary to effectuate this award.

\*\*\*\*\***ADDITIONAL INFO BELOW**\*\*\*\*\*

# COMMITTEE SCORE SHEET

**BID NO.:** 2015 - 707R  
**BID TITLE:** LIBRARY SELF-SERVICE CHECKOUT MACHINES  
 LIBRARY DEPARTMENT

		MK SOLUTIONS INC BLOOMFIELD, CT	TECH LOGIC CORP. WHITE BEAR LAKE, MN		
<b>Proposal Cost</b> (# points/percent max) <b>35</b>		\$556,800.00 35.00	\$862,608.00 22.59		
<b>Quality of Response to Proposal</b> (# points/percent max) <b>30</b>		21.25	27.50		
<b>Replacement, Supply and Response Time</b> (# points/percent max) <b>20</b>		13.75	18.25		
<b>Response to References</b> (# points/percent max) <b>15</b>		9.25	14.09		
<b>GRAND TOTAL</b> <b>100</b> (100 points/percent max)		<b>79.25</b>	<b>82.43</b>		



**SENTRY TECHNOLOGY CORP.**  
**ATTN: SALES Office**  
**17 Ruggles Ave. Unit #6**  
**Thorn, Ontario L3T 3S4**

**3M LIBRARY SYSTEMS DIVISION**  
**ATTN: CUSTOMER SERVICE**  
**3M CENTER, BLDG 225-4N-14**  
**ST PAUL, MN 55144**

**TECH LOGIC CORP.**  
**ATTN: TIM LAWSON**  
**1818 BUERKLE ROAD**  
**WHITE BEAR LAKE, MN 55110**

**ENVISIONWARE, INC.**  
**ATTN: SALES OFFICE**  
**2855 Premiere Pkwy, Suite A**  
**DULUTH, GA 30097-5201**