



Agenda Item Details

Meeting	May 14, 2018 - Regular Meeting
Category	8. Consent Agenda
Subject	8.7 Tag-On Bid: ITN 17-16-MH Copiers, Printers & Multi-Functional Printers, presented by Vince Windham, Program Director, Purchasing, and recommended by the Superintendent for approval.
Access	Public
Type	Action (Consent)
Fiscal Impact	Yes
Budgeted	Yes
Budget Source	Varies

Recommended Action Motion to approve tagging on to ITN 17-16-MH Copiers, Printers & Multi-Functional Printers through University of South Florida.

Public Content

Request approval to tag on to ITN 17-16-MH Copiers, Printers & Multi-Functional Printers through University of South Florida. The bid offers multiple vendors, is based on fixed prices and will be used on an as needed basis. Funding will be paid by individual schools and/or departments as needed. The five (5) year contract is effective April 4, 2018 through April 3, 2023. This contract replaces USF Bid 9-13-G. A copy of the bid tabulation is attached.

For additional information, please contact Vince Windham, Program Director, Purchasing at (850) 833-7668.

[TAG-ON BID USF ITN 17-16-MH.pdf \(279 KB\)](#)

Administrative Content

Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Documentation concerning these items have been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any board member.

Motion & Voting

Motion to approve the Consent Agenda and all of the Consent Agenda items as recommended by the Superintendent

Motion by Rodney Walker, second by Dewey Destin.

Final Resolution: Motion Carries

Yes: Tim Bryant, Dewey Destin, Melissa Thrush, Rodney Walker, Lamar White



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Copiers & Printers

The USF System has awarded ITN #17-16-MH for Copiers, Printers & Multi-Functional Printers to several vendors as the USF System standards for these devices. The multi-vendor award offers numerous features and price points.

OUTRIGHT PURCHASE

Copiers and printers must be purchased per **USF Technology Purchases** procedures.

Price Lists:

Konica Minolta
Ricoh
Xerox
Beli Techlogix - Order through USF Computer Store
Sharp

LEASE/PURCHASE, RENTAL AND MAINTENANCE

A quote should be obtained from the vendor and attached to the requisition.

Information for Ricoh requisitions.

Konica Minolta orders for all services (leases, purchases and maintenance) should be sent to:

Konica Minolta Business Systems (Vendor #67497)
 c/o Stacey VanHoucke
 500 Day Hill Rd.
 Windsor CT 06095



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BID/PROPOSAL TABULATION

BID/ITN TITLE: Copiers, Printers & Multi-Functional Printers

BID/ITN NUMBER: ITN# 17-16-MH

OPENING DATE: March 31, 2017 TIME 3:00PM

AWARDED DATE NOVEMBER 8, 2017

POSTING TIME/DATE

FROM: 11-08-2017

UNTIL: 11-14-2017

PAGE: 1 OF 3 PAGE(S)

FAILURE TO TIMELY FILE A PROTEST OR FAILURE TO TIMELY DELIVER THE REQUIRED BOND OR OTHER SECURITY IN ACCORDANCE WITH THE BOARD OF GOVERNORS' REGULATIONS 18.002 AND 18.003 SHALL CONSTITUTE A WAIVER OF PROTEST PROCEEDINGS.

OFFERS FROM THE VENDORS LISTED HEREIN ARE THE ONLY OFFERS RECEIVED TIMELY AS OF THE LISTED OPENING DATE AND TIME. ALL OTHER OFFERS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

NOTICE OF BID/PROPOSALS PROTEST BONDING REQUIREMENT- ANY ENTITY FILING AN ACTION PROTESTING A DECISION OR INTENDED DECISION PERTAINING TO A COMPETITIVE SOLICITATION SHALL, AT THE TIME OF FILING OF THE FORMAL PROTEST, POST WITH THE UNIVERSITY A BOND PAYABLE TO THE UNIVERSITY IN AN AMOUNT EQUAL TO: 10% OF THE ESTIMATED VALUE OF THE PROTESTOR'S BID OR PROPOSAL; 10% OF THE ESTIMATED EXPENDITURE DURING THE CONTRACT TERM; \$10,000; OR WHICHEVER IS LESS. THE BOND SHALL BE CONDITIONED UPON THE PAYMENT OF ALL COSTS WHICH MAY BE ADJUDGED AGAINST THE ENTITY FILING THE PROTEST ACTION. IN LIEU OF A BOND, THE UNIVERSITY MAY ACCEPT A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF THE BOND. **FAILURE OF THE PROTESTING ENTITY TO FILE THE REQUIRED BOND, CASHIER'S CHECK, BANK OFFICIAL CHECK OR MONEY ORDER AT THE TIME OF FILING THE FORMAL PROTEST SHALL RESULT IN THE DENIAL OF THE PROTEST.**

DESCRIPTION/VENDORS	TOSHIBA BUSINESS SOLUTIONS		* RICOH USA INC		ZENO OFFICE SOLUTIONS		COV CONNECTION ABA CONNECTION PUBLIC SECTOR SOLUTIONS		KONICA MINOLTA BUSINESS SOLUTIONS USA	
BID/ITN SIGNED	<input checked="" type="checkbox"/>	NO	* <input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
EEO SIGNED	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
BIDDER'S AFFIRMATION	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
NO BID	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 1	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
ADDENDUM 2	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
ORIGINAL/1 COPY/1 ELECTRONIC COPY	1+1+1		1+1 electronic		1+1+1		1+1+1		1+1+1	
DISQUALIFIED (REASON/S)										

LOT 2

LOT 1

LOT 2

OPENED BY: Michael Hernandez TABULATED BY: Victoria Oprisko VERIFIED BY: _____

REMARKS: CIRCLED VENDOR INDICATES INTENT TO AWARD.

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BID/PROPOSAL TABULATION

BID/ITN TITLE: Copiers, Printers & Multi-Functional Printers

BID/ITN NUMBER: ITN# 17-16-MH

OPENING DATE: March 31, 2017 TIME 3:00PM

AWARDED DATE November 8, 2017

POSTING TIME/DATE

FROM: 11-08-2017 1

UNTIL: 11-14-2017 1

PAGE: 2 OF 3 PAGE(S)

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DESCRIPTION/VENDORS	CANON SOLUTIONS AMERICA INC		BORING BUSINESS SYSTEM		XEROX CORP		VS OFFICE SOLUTIONS		SHARP ELECTRONICS CORPORATION	
BID/ITN SIGNED	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO
EEO SIGNED	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO
BIDDER'S AFFIRMATION	<input checked="" type="radio"/> YES	<input type="radio"/> NO	YES	<input checked="" type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO
NO BID	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 1	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO
ADDENDUM 2	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO	<input checked="" type="radio"/> YES	<input type="radio"/> NO
ORIGINAL/1 COPY/1 ELECTRONIC COPY	1+1+1		1+1+1		1+1+1		1+1+1		1+1+1	
DISQUALIFIED (REASON/S)										

LOT 2

LOT 2

OPENED BY: Michael Hernandez TABULATED BY: Victoria Oprisko VERIFIED BY: _____
 REMARKS: CIRCLED VENDOR INDICATES INTENT TO AWARD.

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BID/PROPOSAL TABULATION

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DESCRIPTION/VENDORS	MILNER INC		DEX IMAGING		BELL TECHNOLOGICS INC					
BID/ITN SIGNED	* YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
EEO SIGNED	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
BIDDER'S AFFIRMATION	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
NO BID	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 1	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 2	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ORIGINAL/1 COPY/1 ELECTRONIC COPY	1+1+1		1+1+1		1+2+1					
DISQUALIFIED (REASON/S)										

Lot 1

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