



AGENDA REQUEST FORM

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

MEETING DATE	2018-06-26 10:05 - Regular School Board Meeting
AGENDA ITEM	ITEMS
CATEGORY	EE. OFFICE OF STRATEGY & OPERATIONS
DEPARTMENT	Procurement & Warehousing Services

Special Order Request <input type="radio"/> Yes <input checked="" type="radio"/> No
Time
Open Agenda <input checked="" type="radio"/> Yes <input type="radio"/> No

ITEM No.:
EE-5.

TITLE:
Recommendation of \$500,000 or Less - 19-038E - Cisco Telepresence SmartNet Maintenance Renewal

REQUESTED ACTION:
Approve the recommendation to award the above Invitation to Bid (ITB). Contract Term: August 1, 2018 through July 31, 2021, 3 Years; User Department: BECON; Requested Amount: \$335,000; Awarded Vendor: DISYS Solutions, Inc.; Small Minority Women Business Enterprise Vendor(s): None.

SUMMARY EXPLANATION AND BACKGROUND:
Broward Education Communication Network (BECON) maintains, supports and services the video conferencing infrastructure for the District. This request will allow continuation of Cisco SmartNet to ensure that all eligible video conferencing equipment is fully functional and reduce outages for students, teachers, and administrators for distance learning.
A copy of the bid documents are available online at: http://www.broward.k12.fl.us/supply/agenda/19-038E_CiscoSmartNetITB.pdf

SCHOOL BOARD GOALS:
 Goal 1: High Quality Instruction Goal 2: Continuous Improvement Goal 3: Effective Communication

FINANCIAL IMPACT:
The estimated financial impact to the District will be \$335,000. The funding source is Information & Technology's Operating Budget. The financial impact represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.

EXHIBITS: (List)
(1) Executive Summary (2) Recommendation Tabulation (3) Financial Analysis Worksheet

BOARD ACTION:
APPROVED
(For Official School Board Records Office Only)

SOURCE OF ADDITIONAL INFORMATION:	
Name: Tony Hunter	Phone: 754-321-0400
Name: Mary C. Coker	Phone: 754-321-0501

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
Senior Leader & Title

Maurice L. Woods - Chief Strategy & Operations Officer

Signature
Maurice Woods
6/13/2018, 10:15:55 AM

Approved In Open Board Meeting On: **JUN 26 2018**
By: *Nora Rupert*
School Board Chair

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Less 19-038E – Cisco Telepresence SmartNet Maintenance Renewal

This request is to approve the recommendation to award Invitation to Bid (ITB) 19-038E to DISYS Solutions, Inc. (d/b/a DSITech) for three (3) years beginning August 1, 2018 through July 31, 2021 with a renewal option for two (2) additional one (1) year periods. ITB 18-123E will facilitate the purchase of SmartNet maintenance renewal throughout the District.

Cisco SmartNet provides support that allows Broward Education Communications Network (BECON) and/or Information & Technology (I&T) Department direct access to Cisco experts to assist resolving technical issues with video conferencing equipment including repair or replacement of non-functioning hardware. Cisco Telepresence video conferencing equipment and infrastructure supports distance learning and failure to renew SmartNet will expose the District to potential down time and delayed response.

Procurement Method

The solicitation ran from starting May 18, 2018 through June 4, 2018. There were four hundred and sixty-three (463) vendors notified, sixteen (16) vendors downloaded the ITB and five (5) bids were received before bid opening. This ITB award recommendation is based on lowest price.

Financial Impact

The total spending authority requested is \$335,000 which represents the cost of three (3) years of SmartNet support renewal. The funding source for this item is I&T's Operating Budget. This item was approved last year during the August 8, 2017 School Board Operational Meeting as item EE-16 with a spending authority of \$150,000 (Bid ID 58-040E – BECON CISCO Smartnet).

Pricing is based on how much telepresence equipment is being supported, so the annual cost will fluctuate as obsolete equipment is removed and replaced with newer equipment. Utilizing the current equipment needing coverage with SmartNet, the lowest priced competitive bid is \$106,000 (rounded), which is the cost for one (1) year. Taking into account typical annual increase of five (5) percent, the total spending request is \$335,000 as indicated below:

<u>2018 SmartNet Renewal (annual, lump sum)</u>	<u>\$ 106,000</u>
<u>2019 Projected SmartNet Renewal (annual, lump sum)</u>	<u>\$ 112,000</u>
<u>2020 Projected SmartNet Renewal (annual, lump sum)</u>	<u>\$ 117,000</u>
<u>Total spend authority (rounded)</u>	<u>\$ 335,000</u>

The approval of this recommendation does not mean the authorized amount will be spent.

