



Board Approved  
8.27.18

## Memorandum

**To:** Dr. V. Sue Cleveland, Superintendent

**From:** Michael Madrid CPO, CPPB, Purchasing Manager

**Date:** August 21, 2018

**Re:** Award of ITB No. 2019-003-IT – Miscellaneous Computer Equipment

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The Purchasing Department initiated an Invitation to Bid (ITB) on behalf of the Rio Rancho Information Technology Department establishing unit pricing for miscellaneous computer equipment. On August 13, 2018, at 2:00 p.m. bids were due and the district received six (6) bids in response to ITB No 2019-003-IT.

Bids were reviewed to ensure that all bidders met the mandatory requirements identified in the ITB boiler plate and technical specifications. On August 14, 2018, a letter was sent to CDW-G informing them that their bid was considered unresponsive for not providing the following documents:

- Campaign Contribution Disclosure Form
- Conflict of Interest and Debarment/Suspension Certification Form
- Bidder Information Signature Page

Staff has reviewed the technical specifications each bidder provided to ensure that the minimum specifications identified in the ITB were met. It is our recommendation to award the following items to the lowest responsive bidders:

- Line Item #1- Desktop (labs)- VLCM
- Line Item #2- Desktop (Video, CAD)- VLCM
- Line Item #3a and b- Laptop + Docking Station (Teachers)- PCMG
- Line Item #4a & b- No award is being recommended
- Line Item #5-Chromebase- PCMG
- Line Item #6- Laser Printer- PCMG
- Line Item #7-Ultra Short Throw projector + Mount- VLCM
- Line Item #8- E-Document Camera- Education Technologies
- Line Item #9- Monitor (student)- CB Technology Inc.
- Line Item #10- Monitor(economy)- Education Technologies
- Line Item #11- Monitor (staff)- Education Technologies
- Line Item #12- Monitor (staff large)- Education Technologies

A pricing tabulation is attached identifying the lowest unit price for each of the line items referenced in the ITB. Language referenced in the specifications for this procurement allows the district to make an award to the lowest bidder per category.

Attachments:

ITB Pricing Tabulation

cc. Michael Baker, Chief Operating Officer  
Randy Evans, Executive Director, Finance



ITB OPENING  
 MISCELLANEOUS COMPUTER EQUIPMENT  
 ITB #2019-003-IT  
 DATE/TIME: AUGUST 13, 2018 - @ 2:00 P.M.  
 ITB TABULATION

	BIDDER NAME	BIDDER NAME	BIDDER NAME	BIDDER NAME	BIDDER NAME	BIDDER NAME
	CB TECHNOLOGY INC	EDUCATION TECHNOLOGY	VLCM	PCMG	TROXELL	
ACKNOWLEDGE OF ADDENDA 1, 2 & 3	YES	YES	YES	YES	YES	YES
CAMPAIGN CONTRIBUTION DISCLOSURE	YES	YES	YES	YES	YES	YES
RESIDENT VETERAN OR RESIDENT BUSINESS PREFERENCE	RESIDENT	RESIDENT	RESIDENT	RESIDENT	RESIDENT	
CONFLICT OF INTEREST	YES	YES	YES	YES	YES	YES
BIDDER INFORMATION SIGNATURE FORM	YES	YES	YES	YES	YES	YES
ITEM #1 - DESKTOP (LABS)	\$ 643.20	(This item didn't minimum specifications) \$509.95				1,142.48
ITEM #2 DESKTOP (VIDEO, CADD) w/ 8g of memory	\$ 1,053.60 916.01	\$ 976.75	\$ 539.13 961.00	\$ 1,134.06 1,125.08	\$ 1,142.48 1,892.27	
ITEM #3A LAPTOP (TEACHER)	\$ 1,034.72	\$ 815.50	\$ 951.93	\$ 770.82	\$ 1,725.18	
ITEM #3B LAPTOP DOCKING STATION (TEACHER)	\$ 158.33	\$ 184.90	\$ 1,675.63	\$ 109.41	\$ 151.21	
ITEM #4A LAPTOP (PRINCIPALS) (NOT AWARDED)	\$ 1,315.94	\$ 976.50	\$ 2,025.07	\$ 1,511.41	\$ 2,634.43	
ITEM #4B LAPTOP THUNDERBOLT DOCK (PRINCIPALS)	\$ 196.45	\$ 199.50	\$ -	\$ 202.60	\$ 303.43	
ITEM #5 CHROMEBOOK	\$ 539.80	\$ 538.45	\$ 551.05	\$ 499.92	\$ 537.11	
Chromebook Management	\$ 24.21	\$ 27.50	Included above	\$ 23.12	Included above	
ITEM #6 LASER PRINTER (B/W)	\$ 535.87	\$ 545.45	\$ 537.80	\$ 535.83	\$ 743.92	
ITEM #7 ULTRA SHORT THROW PROJECTOR	\$ 873.75	\$ 879.85	\$ 858.89	\$ 999.49	\$ 1,035.60	
Projector Mount	\$ 109.00	\$ 97.00	Included above	\$ 94.66	Mount included above	
ITEM #8 DOCUMENT CAMERA	\$ 251.19	\$ 249.97	\$ 252.67	\$ 254.72	\$ 353.68	
ITEM #9 MONITOR (STUDENT)	\$ 96.59	\$ 101.50	\$ 99.05	\$ 97.36	\$ 100.14	
ITEM #10 MONITOR (ECONOMY)	\$ 114.32	\$ 89.00	\$ 117.23	\$ 115.23	\$ 123.95	
ITEM #11 MONITOR (STAFF)	\$ 125.58	\$ 101.50	\$ 128.99	\$ 126.58	\$ 136.60	
ITEM #12 (STAFF LARGE)	\$ 202.25	\$ 129.95	\$ 207.69	\$ 203.86	\$ 239.48	