

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers
FROM/PHONE: Chief Don DiPetrillo/797-1211 by Frank Suriano/797-1843
SUBJECT: Resolution

AFFECTED DISTRICT: All

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, WAIVING FORMAL BIDDING AND ACCEPTING THE BID FROM BIO-KEY INTERNATIONAL, INC. AS A SOLE SOURCE SUPPLIER FOR FIRE RECORDS MANAGEMENT SYSTEM.

REPORT IN BRIEF: The department is in need of a computer software records management system that will be in compliance with state and national fire reporting requirements. Several fire software programs from various companies were reviewed, and staff recommends that Fire RMS by BIO-key International Inc., is the best suited system for the department. The Fire RMS will make it easier to track incidents, fire prevention records, pre-planning for emergency response, equipment, training, scheduling and certification. The combination of incident reporting software and the suite of complimentary fire service applications provide an integrated set of solutions for managing, reporting and analyzing agency data. BIO-key International, Inc. is the sole source supplier of the Fire Records Management System.

PREVIOUS ACTIONS: N/A.

CONCURRENCES: The Fire Department, the Procurement Manager and Information Systems Technology concur with the purchase from BIO-key International Inc.

FISCAL IMPACT:

Has request been budgeted? Yes
If yes, expected cost: \$39,690.00
Account Name: Capital Projects 030-3004-522-6216 04FIRE
Additional Comments:

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Resolution
Procurement Authorization
Letter from BIO-key
Quotation

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, WAIVING FORMAL BIDDING AND ACCEPTING THE BID FROM BIO-KEY INTERNATIONAL AS A SOLE SOURCE SUPPLIER FOR FIRE RECORDS MANAGEMENT SYSEM.

WHEREAS, the Town is in need of a records management system for the Fire Rescue Department; and

WHEREAS, BIO-key International, Inc. is the sole source provider of the Fire Records Management System; and

WHEREAS, after review, the Town Council wishes to waive formal bidding and accept the bid from BIO-key International Inc., as a sole source supplier for Fire Records Management System.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby waives formal bidding and accepts the bid from BIO-key International, Inc. as a sole source supplier in the amount of \$39,690.

SECTION 2. The Town Council hereby authorizes the expenditure from the Capital Projects Account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2005

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2005

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER.	BUDGET ITEM & DESCRIPTION	APPROXIMATE COST
030-3004-522-6416 04FIRE	FireRMS	\$39,690.00

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
 Piggyback on Contract Number _____
 Single Source
 Request for Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____
Department Head

Have Funds been Reserved _____

Date _____ Signed _____

Signed _____
Town Administrator

VENDOR	<u>BIDS SUBMITTED</u>	COST
BIO-key International, Inc.		\$ 39,690.00

Signed _____
Procurement Manager

BID SPECIFICATION COMMITTEE RECOMMENDATION

Vendor	Cost
BIO-key International, Inc.	\$ 39,690.00



February 15, 2005

Battalion Chief Frank Suriano
Town of Davie Florida Fire Rescue
6901 Orange Drive
Davie, FL 33314

RE: FireRMS™ Enterprise Edition

Dear Battalion Chief Suriano,

Please be advised that BIO-key International, Inc. is the sole source provider of FireRMS, an enterprise-class, NFIRS 5.0 compliant Fire Records Management System (FRMS) designed to streamline reporting, and dramatically reduce report completion time for front-line personnel, and its associated software components, and technical support and maintenance services.

For more information about our products, please visit our website at www.bio-key.com.

Regards,

Karen Hicks

Karen Hicks
Administrative Services & Contract Manager

KLH/me

Official Quotation



BIO-key International
 300 Nickerson Road
 Marlborough, MA 01752
 508.460.4000

Quote # **38398.56** To: **Davie, Florida**
 Date:
 Quote Expires: **05/16/05**
 BIO-key Rep: **Myron Henry**

Internal Use Only, Reseller Apply No

Products						
Qty.	Part #	Description	Unit Cost	Products	Maintenance Total	Line Item Total
5	FRMS-ENTSQL	FireRMS 5.0 Enterprise Edition (6-25 Station Tier Pricing)	\$ 3,000.00	\$ 15,000.00	\$ 2,700.00	\$ 17,700.00
1	FRMS-AMS-Tele*	SMS w/ Telestaff Interface	\$ 3,000.00	\$ 3,000.00	\$ 1,440.00	\$ 4,440.00
1	FRMS-SI	FireRMS Supplies & Inventory Module, per station	\$ 2,500.00	\$ 2,500.00	\$ 450.00	\$ 2,950.00
Total Products and Maintenance			\$ 20,500.00	\$ 4,590.00	\$	25,090.00

Services				
	Description of Services	Total Labor Days	Trips	Total Labor & Travel
Mobile				
Project Management	<i>Free text in this column</i>			
Technical Consultant				
Training Specialist				
Mobile Additional Products				
Project Management				
Technical Consultant				
Training Specialist				
Custom Solutions				
Project Management				
Technical Consultant				
Training Specialist				
FireRMS				
Project Management		3		\$ 3,600.00
Technical Consultant		4	1	\$ 5,000.00
Training Specialist		1	1	\$ 2,000.00
FireRMS Additional Products				
Project Management				
Technical Consultant		2	1	\$ 3,000.00
Training Specialist		1		\$ 1,000.00
Total Services				
Project Management		4	1	\$ 3,600.00
Technical Consultant		4	2	\$ 8,000.00
Training Specialist		2	1	\$ 3,000.00
Total Services				\$ 14,600.00
Grand Total				\$ 39,690.00

Annual Maintenance Agreement

BIO-key Support and Maintenance Agreement assures that mission-critical software will remain up to date and that expert technical assistance will always be a phone call away. The annual Support and Maintenance Agreement is separate from BIO-key's warranty. Maintenance includes telephone support, interim software updates, and new software releases. The first year maintenance is charged for 12 months beginning after installation is complete. The maintenance fee is part of the invoice at the time of the order.

Official Quotation

Terms

1. Payment net 30 days
 2. Delivery will be made 30 - 90 days after receipt of this order. (Custom software delivery quoted separately.)
 3. Prices will be FOB Shipping Point
 4. Prices quoted do not include any applicable City, State or Federal Sales taxes
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