



CITY OF BOYNTON BEACH AGENDA ITEM REQUEST FORM

COMMISSION MEETING DATE: June 18, 2019

NATURE OF AGENDA ITEM	<input type="checkbox"/>	OPENINGS	<input type="checkbox"/>	PUBLIC HEARING
	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	CITY MANAGER'S REPORT
	<input type="checkbox"/>	ANNOUNCEMENTS/PRESENTATIONS	<input type="checkbox"/>	UNFINISHED BUSINESS
	<input type="checkbox"/>	ADMINISTRATIVE	<input type="checkbox"/>	NEW BUSINESS
	<input checked="" type="checkbox"/>	CONSENT AGENDA	<input type="checkbox"/>	LEGAL
	<input type="checkbox"/>	BIDS AND PURCHASES OVER \$100,000	<input type="checkbox"/>	FUTURE AGENDA ITEMS
	<input type="checkbox"/>	CODE COMPLIANCE AND LEGAL SETTLEMENTS		

REQUESTED ACTION BY CITY COMMISSION: Accept the written report to the Commission for purchases over \$10,000 for the month of May 2019.

EXPLANATION OF REQUEST: Per Ordinance No.01-66, Chapter 2, Section 2-56.1 Exceptions to competitive bidding, Paragraph b, which states: "Further, the City Manager, or in the City Manager's absence, the Acting City Manager is authorized to execute a purchase order on behalf of the City for such purchases under the \$25,000 bid threshold for personal property, commodities, and services, or \$75,000 for construction. The City Manager shall file a written report with the City Commission at the second Commission meeting of each month listing the purchase orders approved by the City Manager, or Acting City Manager. Below is a list of the purchases for May 2019:

<u>Purchase Order</u>	<u>Vendor</u>	<u>Amount</u>
191044	Transcendent Corporation	\$ 16,500.00
191045	MTS Environmental, Inc.	\$ 17,055.00
191051	Standing Ovations, LLC.	\$ 12,500.00
191105	Dell Marketing LP	\$ 23,031.20

HOW WILL THIS AFFECT CITY PROGRAMS OR SERVICES? Ordinance No.01-66, Chapter 2, Section 2-56.1 assists departments in timely procurement of commodities, services, and personal property. Administrative controls are in place with the development of a special processing form titled "Request for Purchases over \$10,000" and each purchase request is reviewed and approved by the Department Director, Finance Department, and City Manager.

FISCAL IMPACT: This Ordinance provides the impact of reducing paperwork by streamlining processes within the organization. This allows administration to maintain internal controls for these purchases, reduce the administrative overhead of processing for approval, and allow for making more timely purchases.

ALTERNATIVES: None



**CITY OF BOYNTON BEACH
APPROVED REQUESTS FOR PURCHASES OVER \$10,000
FOR MAY 2019**

1. Vendor: Transcendent Corporation		Purchase Amount:	\$16,500.00
Requesting Department:	Utilities	Contact Person:	Waneya Bryant
		Date:	5/3/19
Brief Description of Purchase: Annual subscription for users & admin. Solution for Transcendent (Mintek). Configuration/Asset management program good through May 2020.			
Source for Purchase:	Sole Source Vendor	Fund Source:	401-2821-536-46-91
2. Vendor: MTS Environmental, Inc.		Purchase Amount:	\$17,055.00
Requesting Department:	Utilities	Contact Person:	Leon Liberus
		Date:	5/3/19
Brief Description of Purchase: Replacement Motor for Lime Sludge Transfer Pit.			
Source for Purchase:	Sole Source Vendor	Fund Source:	403-5000-533-65-02 WT1903
3. Vendor: Standing Ovations, LLC.		Purchase Amount:	\$12,500.00
Requesting Department:	Marketing & Communications	Contact Person:	Eleanor Krusell
		Date:	5/6/19
Brief Description of Purchase: Due to current staff vacancies, assistance is needed with the production of the 4th of July Event. Contractual services were obtained at \$3,125 per month for 4 months. Contractual period is April 15 through July 15.			
Source for Purchase:	Three Written Quotes	Fund Source:	001-1212-519-49-17
4. Vendor: Dell Marketing		Purchase Amount:	\$23,031.20
Requesting Department:	Police	Contact Person:	Captain Zeller
		Date:	5/30/19
Brief Description of Purchase: Replacement desk tops for the PD & Communications.			
Source for Purchase:	Piggyback State Contract #43211500-WSCA-15-ACS	Fund Source:	001-2112-521-64-20

PURCHASE ORDER
CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT

3301 Quantum Blvd. Suite 101

P.O. BOX 310

BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 191044

DATE: 05/03/19

VENDOR 17023

TO: TRANSCENDENT CORPORATION
333 DOUGLAS RD E
OLDSMAR, FL 34677

SHIP TO:

City of Boynton Beach
EAST UTILITY ADMIN
124 E. WOOLBRIGHT ROAD
BOYNTON BEACH, FL 33435

REQUISITION NO. 73731	ORDERING DEPARTMENT: UTIL ADMIN /MR		INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO:	COMMISSION APPROVED:	

LINE#	QUANTITY UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	1.00 DL	SOLUTION ADMINISTRATOR	7400.0000	7400.00
2	2.00 EA	ANNUAL SUBSCRIPTION PER SITE	1400.0000	2800.00
3	21.00 EA	ANNUAL SUBSCRIPTION PER USER	300.0000	6300.00

REMARKS:
TRANSCENDENT ANNUAL SUBSCRIPTION USER PER SITE.
TRANSCENDENT (MINTEK CONFIGURATION/ASSET MGMT
PROGRAM FOR UTILITIES VALID THROUGH 5/1/20
SOLE SOURCE

PROCUREMENT SERVICES:	<i>MEF 5/3/19</i>	P.O. TOTAL:	16500.00
ACCOUNT NO. 401-2821-536.46-91	PROJECT		

PURCHASING



CITY OF BOYNTON BEACH

REQUEST FOR PURCHASE OVER \$10,000

Date: 29-Apr-19

Requesting Department: Utilities-Admin

Contact Person: Waneya Bryant/MR

Explanation for Purchase:

Annual subscription for users and admin. Solution for Transcendent (Mintek). Configuration /Asset management program good thru May 2020. Sole Source

Recommended Vendor Transcendent Corp

Dollar Amount of Purchase \$16,500.00

Source for Purchase (check and attach backup materials):

Three Written Quotations ☐

GSA ☐

State Contract ☐

PRIDE/RESPECT ☐

SNAPS ☐

Sole Source ☒

Piggy-Back ☐

Budgeted Item ☐

Emergency Purchase ☐

Other ☐

Contract Number: _____

NOTE: Pricing proposal for purchase must be presented in the same detail contained within the contract.

Fund Source for Purchase:

401-2821-536-46-91

Approvals:

Department Head *[Signature]*

Date 4-30-19

Purchasing Agent *[Signature]*

Date 5/3/19

Asst City Manager _____

Date _____

City Manager *[Signature]*

Date 5/3/19

PURCHASE REQUISITION NBR: 0000073731

STATUS: DEPT APPROVAL
REASON: TRANSCENDENT ANNUAL SUBSCRIPTION

SUGGESTED VENDOR: 17023 TRANSCENDENT CORPORATION
DELIVER BY DATE: 5/15/19

[illegible]

1.00	DL	7400.0000	7400.00
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2.00	EA	1400.0000	2800.00
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21.00	EA	300.0000	6300.00
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REQUISITION TOTAL: 16500.00

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	40128215364691	REPAIR/MAINTENANCE SRVS.	100.00	7400.00
2	40128215364691	SOFTWARE MAINTENANCE	100.00	2800.00
3	40128215364691	REPAIR/MAINTENANCE SRVS.	100.00	6300.00

16500.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

USER AND PER SITE. TRANSCENDENT (MINTEK
CONFIGURATION/ASSET MANAGEMENT PROGRAM FOR THE
UTILITIES. VALID THRU MAY 1, 2020

sole source

APPROVALS


City Manager *[Signature]* 5/3/17

Finance Dept: M8F Date 5/3/19

Rich Meyer


City Address _____ Date _____

REQUEST FOR REQUISITION

H.T.E. ENTRY DATE:	04/29/2019
H.T.E. REQUISITION #	73731
Clerk:	M. Roberts
Procurement Ass't:	
Director:	
City Manager (non budgeted capital and/or \$5000+):	

REASON FOR PURCHASE:

Annual subscription for users and admin. Solution for Transcendent (Mintek). Configuration /Asset management program good thru May 2020. Sole Source

VENDOR INFORMATION:		DIVISION:		OTHER INFORMATION:		
Name: Transcendent Corp	Admin.	(X)	Date: 04/29/2019	ASAP	(X)	
Address: 333 Douglas Road E	Engineering	()	Date Needed: 05/15/2019	Confirm.	()	
Oldsmar, FL 34677	Cust. Rel.	()		ASAP/Conf.	()	
	Distribution	()	BACKUP DOCS. SUBMITTED: Quotes/Verbal () (over \$500) Quotes/Written () (over \$2000) Bid Docs. () Sole Source Ltr. (X)) Insurance Requirements: ()	DELIVERY:		
Phone (contact): Christine L Uecker 727-734-9175	Water Qual.	()		E. Admin.	40	(x)
	Pumping	()		E. WTP	41	()
Vendor Number : 17023	PWTreat.	()		W. WTP	42	()
	Meter Serv.	()		P/U	99	()
INITIATOR: Waneya Bryant, Management of Asset Systems	Sewage	()		Special Instructions:		
APPROVED: 	Strmwtr.	()		Project Number:		

[illegible]



333 Douglas Rd E * Oldsmar, FL 34677
tel (727)734-9175 fax (813)818-0195

Transcendent® - Quote - Unpaid

Customer ID: BOY001
Quote Date: 04/02/2019
Sales Rep: RC2

Transaction #: 190000AOL
Reference #:
Payment Status: New
Pay Now

Bill To:
Boynton Beach Utilities - City of Boynton Beach
Michael Low
124 E Woolbright Road

Boynton Beach FL

Ship To:

Item #	Expires	Description	Unit Price	QTY	Price
TRASOLADM IN	05/01/2020	Transcendent Solution Administrator	\$7400.00	1	\$7400.00
TRASUBSITE	05/01/2020	Transcendent Annual Subscription per Site	\$1400.00	2	\$2800.00
TRASUBUSE R	05/01/2020	Transcendent Annual Subscription per User	\$300.00	21	\$6300.00
Total:					\$16500.00 (USD)

Transcendent's Standard Conditions of Sale in effect on the date of this contract are considered part of this document and supersede any other conditions, expressed, implied apparent or otherwise. Services provided upon receipt of payment. THESE PRICES AND TERMS ARE VALID FOR THIRTY DAYS.

[Please view the video on How to Transfer your Device Subscriptions](#)

[Please view our documentation on How to Transfer your Device Subscriptions](#)

[English Contract Template](#)

[Chinese Contract Template](#)

Roberts, Melissa

From: Bryant, Waneya
Sent: Thursday, April 18, 2019 11:55 AM
To: Roberts, Melissa
Subject: Transcendent - PO Needed
Attachments: BOY001-EWTP WWTP-190000A0L.pdf

Last week I gave you an invoice for Transcendent, you reminded me we actually need a quote to process the PO. The quote is now attached.

We had a May 1st due date but I was able to get an extension until end of May.

Yearly software license/fees, Acc 401-2821-536-46-91

Thank you!



Waneya Bryant
Manager, Asset Management Systems
Boynton Beach Utilities
City of Boynton Beach
124 E. Woolbright Rd. | Boynton Beach, Florida 33435
☎ 561-742-6427
✉ BryantW@bbfl.us | 🌐 <http://www.boynton-beach.org/>
🐦  

America's Gateway to the Gulfstream

Please be advised that Florida has a broad public records law and all correspondence to me via email may be subject to disclosure. Under Florida records law, email addresses are public records. Therefore, your e-mail communication and your e-mail address may be subject to public disclosure.

From: Richard Christopher <Richard.Christopher@Transcendent.ai>
Sent: Wednesday, April 17, 2019 5:27 PM
To: Bryant, Waneya <BryantW@bbfl.us>; Chris Benter <Chris.Benter@Transcendent.ai>
Cc: Joel Cox <Joel.Cox@Transcendent.ai>; Clifton Mathews <Clifton.Mathews@Transcendent.ai>; Accounting <Accounting@Transcendent.ai>
Subject: RE: Boynton Beach - Invoice

Waneya,

Please see the attached Quote.

I will extend your site out to the end of the month. Once payment is received, we will revert the date back to:

May 1, 2020.

Kindest Regards,

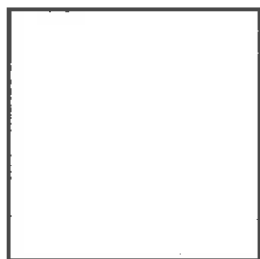
Richard Christopher
Sales Executive | Transcendent®

From: Bryant, Waneya <BryantW@bbfl.us>
Sent: Wednesday, April 17, 2019 2:59 PM
To: Chris Benter <Chris.Benter@Transcendent.ai>
Cc: Richard Christopher <Richard.Christopher@Transcendent.ai>
Subject: RE: Boynton Beach - Invoice

Thank you Chris!

Richard - I am worried we may not meet the deadline as PO's sometimes take a couple of weeks to process and then we may need a couple of week to make payment after.

Would it be possible to extend the May 1 deadline if needed?



Waneya Bryant
Manager, Asset Management Systems
Boynton Beach Utilities
City of Boynton Beach
124 E. Woolbright Rd. | Boynton Beach, Florida 33435
📞 561-742-6427
✉ BryantW@bbfl.us | 🌐 <http://www.boynton-beach.org/>
🐦 

America's Gateway to the Gulfstream

Please be advised that Florida has a broad public records law and all correspondence to me via email may be subject to disclosure. Under Florida records law, email addresses are public records. Therefore, your e-mail communication and your e-mail address may be subject to public disclosure.

From: Chris Benter <Chris.Benter@Transcendent.ai>
Sent: Wednesday, April 17, 2019 8:45 AM
To: Bryant, Waneya <BryantW@bbfl.us>
Cc: Richard Christopher <Richard.Christopher@Transcendent.ai>
Subject: RE: Boynton Beach - Invoice

Good Morning!

Yes, I went ahead and passed this onto RC (Richard Christopher). I will loop him into this email.

I know he is working on it and will have it squared away in no time!

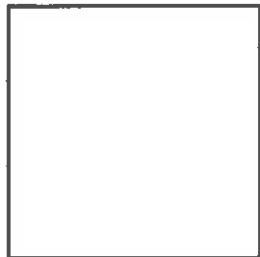
Regards,

Christopher Benter
Training and Implementation Specialist | Transcendent®

From: Bryant, Waneya <BryantW@bbfl.us>
Sent: Wednesday, April 17, 2019 6:28 AM
To: Chris Benter <Chris.Benter@Transcendent.ai>
Subject: Boynton Beach - Invoice

Hi Chris! I meant to bring this up yesterday; did you get this email I sent last week? My finance department needs a quote first so we can process the PO. Would you be able to provide one? If not, whom may I contact?

I am afraid we might miss our deadline since I see our license expires 5/1/19.



Waneya Bryant
Manager, Asset Management Systems
Boynton Beach Utilities
City of Boynton Beach
124 E. Woolbright Rd. | Boynton Beach, Florida 33435
☎ 561-742-6427
✉ BryantW@bbfl.us | 🌐 <http://www.boynton-beach.org/>
🐦 

America's Gateway to the Gulfstream

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From: Bryant, Waneya
Sent: Friday, April 12, 2019 4:25 PM
To: Chris Benter <Chris.Benter@Transcendent.ai>
Subject: FW: Boynton Beach Weekly Call

Hi Chris! You sent this invoice to me a couple of weeks ago and I submitted it for processing. I was just informed that we actually need a quote first so we can create a PO before we can pay the invoice. Would you please provide me with a quote?

Thank you!

From: Chris Benter <Chris.Benter@Transcendent.ai>
Sent: Tuesday, April 02, 2019 10:44 AM
To: Bryant, Waneya <BryantW@bbfl.us>
Subject: Re: Boynton Beach Weekly Call

Good Morning!

Thank you for letting me know.

I am attaching the invoice, please let me know
If you need anything else.

Also, I will check right now on the scanning library.



April 26, 2019

Subject: Sole Source

To Whom It May Concern:

The purpose of this letter is to confirm that Transcendent Corporation is the sole provider for the Transcendent Software and Maintenance of the software. Transcendent Software cannot be provided by a third party.

If you have any questions, my contact information is as follows: 727-734-9175 x 1103 or email – Christine.Uecker@transcendent.ai.

Sincerely,

Christine L Uecker

Controller



PURCHASE ORDER
CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT
100 EAST BOYNTON BEACH BOULEVARD
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 180889
DATE: 04/12/18


VENDOR 17023

TO: TRANSCENDENT CORPORATION
333 DOUGLAS RD E
OLDSMAR, FL 34677

SHIP TO:
City of Boynton Beach
EAST UTILITY ADMIN
124 E. WOOLBRIGHT ROAD
BOYNTON BEACH, FL 33435

REQUISITION NO. 70923	ORDERING DEPARTMENT: UTIL M. LOW/MR		INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO:	COMMISSION APPROVED:	

LINE#	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
	8.00	EA	TRAENTCONSULT TRANSCENDENT ENTERPRISE TRAINING/CONFIGURATION, TWO(2) SPECIALIST FOR 4 DAYS EASCH, THE TRIP INCLUDES CURRENT UPDATE, MANAGING INSPECTIONS, SCHEDULES-USER CREATION, ROUND CREATION & DEVICE MANAGEMENT	750.0000	6000.00
2	8.00	EA	TRAINSTALL TRANSCENDENT INSTALLATION & TRAINING, (2) TWO SPECIALIST FOR 4 DAYS EACH, TRIP INCLUDES TRANSCENDENT WEB USER INTERFACE, WORK REQUEST, MOBILE MAINTENANCE TRAINING.	750.0000	6000.00
3	2300 00	DL	TRAEXP Actual cost not to exceed \$2300.00 Transcendent Enterprise Training/Configuration	1.0000	2300.00
4	2300.00	DL	TRAVEXP TRANSCENDENT TRAVEL EXP. INSTALLATION & TRAINING	1.0000	2300.00

PROCUREMENT SERVICES:		P.O. TOTAL:	16600.00
ACCOUNT NO. 401-2821-536.54-30	PROJECT		

PURCHASING

PURCHASE REQUISITION NBR: 0000070923

REQUISITION BY: UTIL M. LOW/MR
SHIP TO LOCATION: EAST UTILITY ADMIN
STATUS: DEPT APPROVAL
REASON: TRANSCENDENT (WINTK) CONSOLIDATION/TRAINING TRIPS.
SUGGESTED VENDOR: 17023 TRANSCENDENT CORPORATION

DATE: 3/12/18
DELIVER BY DATE: 3/30/18

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
1	TRANSCENDENT ENTERPRISE TRAINING/CONFIGURATION, TWO (2) SPECIALIST FOR 4 DAYS EACH, THE TRIP INCLUDES CURRENT UPDATE, MANAGING INSPECTIONS, SCHEDULES-USER CREATION, ROUNDED CREATION & DEVICE MANAGEMENT TRANSP= TRANSCENDENT TRAVEL EXPENSES ACTUAL COST TO BE BILLED NOT TO EXCEED \$2300.00 COMMODITY: CONSULTING SERVICES SUBCOMMOD: MANAGEMENT	8.00	EA	750.0000	5000.00	
2	TRAINSTALL TRANSCENDENT INSTALLATION & TRAINING, (2) TWO SPECIALIST FOR 4 DAYS EACH, TRIP INCLUDES TRANSCENDENT NBR USER INTERFACE, WORK REQUEST, MOBILE MAINTENANCE TRAINING. TRANSP- TRANSCENDENT TRAVEL EXPENSES ACTUAL COST TO BE BILLED NOT TO EXCEED \$2300.00 COMMODITY: CONSULTING SERVICES SUBCOMMOD: MANAGEMENT	8.00	EA	750.0000	5000.00	
REQUISITION TOTAL:						12000.00

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	40128215364947	OTHER CURRENT CHGS	100.00	6000.00
2	40128215364947	OTHER CONTRACTUAL SRVS	100.00	6000.00
		OTHER CURRENT CHGS		
		OTHER CONTRACTUAL SRVS		
				12000.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.


Total could be 12,000
+ 2,300 Travel Exps.
\$14,300

3.13.18

APPROVED

By Manager _____ Date _____
Finance Dept _____ Date 3-20-18
Per M. Low _____

REQUEST FOR REQUISITION

H.T.E. ENTRY DATE:	03/12/2018
H.T.E. REQUISITION #	70923
Clerk:	MR
Procurement Ass't:	
Director:	
City Manager (non budgeted capital and/or \$5000+):	

REASON FOR PURCHASE: Transcendent (Mintek) Configuration/training trips. Training for current update, managing and inspections for Device Management ON-SITE.
Training for Asset Management with Mobility.

VENDOR INFORMATION:	DIVISION:	OTHER INFORMATION:	
Name: Transcendent	Admin. (X)	Date: 03/12/2018	ASAP (X)
Address: 333 Douglas Road E	Engineering ()	Date Needed: 03/30/2018	Confirm. ()
Oldsmar, FL 34677	Cust. Rel. ()		ASAP/Conf. ()
	Distribution ()	BACKUP DOCS. SUBMITTED:	DELIVERY:
Phone (contact): Kevin McConnell 727-734-9175	Water Qual. ()	Quotes/Verbal () (over \$500)	E. Admin. 40 (X)
	Pumping ()	Quotes/Written () (over \$2000)	E. WTP 41 ()
Vendor Number : 17023	PWTreat. ()	Bid Docs. ()	W. WTP 42 ()
	Meter Serv. ()	Sole Source Ltr. (X)	P/U 99 ()
INITIATOR: Michael Low, Manage Tech. Services	Sewage ()	Insurance Requirements: ()	Special Instructions:
APPROVED:	Strmwtr. ()		Project Number:

Quan.	Unit Price	Description & Part Number	Fund	Dept	Basic	Elem	Obj	Amount
8	\$750.00	TRANSCENDENT ENTERPRISE TRAINING/CONFIGURATION, TWO(2) SPECIALIST FOR 4 DAYS EACH, THE TRIP INCLUDES CURRENT UPDATE, MANAGING INSPECTIONS, SCHEDULES-USER CREATION, ROUND CREATION & DEVICE MANAGEMENT	401	2821	536	49	17	\$6000.00
1	\$2300.00	TRANEXP= TRANSCENDENT TRAVEL EXPENSES ACTUAL COST TO BE BILLED NOT TO EXCEED \$2300.00	401	2821	536	49	17	2300.00
8DAY	\$750.00	TRANSCENDENT INSTALLATION & TRAINING, (2) TWO SPECIALIST FOR 4 DAYS EACH, TRIP INCLUDES TRANSCENDENT WEB USER INTERFACE, WORK REQUEST, MOBILE MAINTENANCE TRAINING.	401	2821	536	49	17	\$6000.00



333 Douglas Rd E
Oldsmar, FL 34677

727-734-9175
www.transcendent.ai

Invoice: PSI39304
Invoice Date: February 28, 2018
Page 1 of 1

REMIT TO:
333 Douglas Rd E
Oldsmar, FL 34677

Bill To:
Boynton Beach Utilities
Michael Low
City of Boynton Beach
124 E Woolbright Rd
Boynton Beach, FL 33435
United States

Ship To:
Boynton Beach Utilities
Michael Low
City of Boynton Beach
124 E Woolbright Rd
Boynton Beach, FL 33435
United States

Customer	TRSID No.	F.O.B.	Terms	Purchase Order No.
BOY001	BOYNTON	Oldsmar	Net 30 Days	TRANSCENDENT PHASE 1 EAST
Salesperson	Kevin McConnell	Order Date	02/28/18	Sales Order No.

Item No	Item Description	QTY	U of M	Unit Price Excl. Tax	Tax %	Line Amount Excl. Tax
TRAENTCONSULT	Transcendent Enterprise Training/Configuration Two (2) Specialist for 4 days each The trip includes current update, managing inspections, schedules-user creation, round creation & Device Management	8	EA	750.00	0	6,000.00
TRAEXP	Transcendent Travel Expenses Actual cost to be Billed not to exceed \$2,300	1	EA	0.00	0	0.00
TRAINSTALL	Transcendent Installation & Training Two (2) Specialist for 4 days each This trip will include Transcendent Web User Interface, work requests, Mobile maintenance training	8	DY	750.00	0	6,000.00
TRAEXP	Transcendent Travel Expenses Actual cost to be Billed not to exceed \$2,300	1	EA	0.00	0	0.00

Subtotal	12,000.00
Total Tax	0.00
Total US Incl. Tax	12,000.00

accounting@mintek.com



February 28, 2018

This letter serves as a sole source document for the Transcendent EAM/CMMS product.

Transcendent is an Enterprise Asset Management system created by Transcendent Corporation to support asset details, preventive maintenance, documents and contracts improving ROI for facilities integrating asset management with mobility.

Transcendent is sold throughout the US and Canada as well as globally in 68 countries exclusively by direct sales people. All software creation, development, copyright and ownership is solely the property of Transcendent Corporation.

Respectfully,

Lind Hutton

President

PURCHASE ORDER
CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT

3301 Quantum Blvd. Suite 101

P.O. BOX 310

BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 191045

DATE: 05/03/19

VENDOR 7490

TO: MTS ENVIRONMENTAL INC
227 RUGBY ROAD
WEST PALM BEACH, FL 33405

SHIP TO:
City of Boynton Beach
WEST WATER ADMIN
5469 W. BOYNTON BCH BLVD.
BOYNTON BEACH, FL 33437

REQUISITION NO. 73710	ORDERING DEPARTMENT: UTIL WWTP/MR	INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO: COMMISSION APPROVED:	

LINE#	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	1.00	EA	MT-02 MIXER DRIVE31.4:1 RATIO PTOS CONFIGURATION MOTOR SUPPLIED SHALL BE A 2HP MILL/CHEM DUTY UNIT RATED 230/460V 3PH 60HZ. WELDED PARTS COMPOSED OF A SINGLE SCITATOR SHAFT 2.00 WITH A SINGLE STAGE PITCHED BLDE TURBINE 45IN DIA.	17055.0000	17055.00

REMARKS:
REPLACEMENT MOTOR FOR LIME SLUDGE TRANSFER PIT
SOLE SOURCE

PROCUREMENT SERVICES:	4M2F 5/3/19	P.O. TOTAL:	17055.00
ACCOUNT NO. 403-5000-533.65-02	PROJECT WT1903		

PURCHASING



CITY OF BOYNTON BEACH

REQUEST FOR PURCHASE OVER \$10,000

Date: 4/22/2019

Requesting Department: Utilities

Contact Person: Leon liberus

Explanation for Purchase:

Replacement Motor for Lime Sludge Transfer Pit

Recommended Vendor MTS Environmental

Dollar Amount of Purchase \$17,055.00

Source for Purchase (check and attach backup materials):

Three Written Quotations ☐

GSA ☐

State Contract ☐

PRIDE/RESPECT ☐

SNAPS ☐

Sole Source ☒

Piggy-Back ☐

Budgeted Item ☐

Emergency Purchase ☐

Other ☐

Contract Number: _____

NOTE: Pricing proposal for purchase must be presented in the same detail contained within the contract.

Fund Source for Purchase:

Account#: 403-5000-533-65-02

Project# WT1903

J-1

Approvals:

Department Head *[Signature]*

Date 4-25-19

Purchasing Agent *[Signature]*

Date 5/3/19

Asst City Manager *[Signature]*

Date _____

City Manager *[Signature]*

Date 5/3/19

PURCHASE REQUISITION NER: 0000073710

REQUISITION BY: UTIL WWTP/MR

STATUS: DEPT APPROVAL

REASON: REPLACEMENT MOTOR FOR LIME SLUDGE TRANSFER PIT

DATE: 4/23/19

SHIP TO LOCATION: WEST WATER PLANT ADMIN

SUGGESTED VENDOR: 7490 MTS ENVIRONMENTAL INC

DELIVER BY DATE: 5/05/19

LINE NR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
------------	-------------	----------	-----	--------------	----------------	--------------------

1	MT-02 MIXER DRIVE 31.4:1 RATIO PTOS CONFIGURATION MOTOR SUPPLIED SHALL BE A 2HP MILL/CHEM DUTY UNIT RATED 230/460V 3PH 60HZ. WELDED PARTS COMPOSED OF A SINGLE SGITATOR SHAFT 2.00 WITH A SINGLE STAGE PITCHED BLDE TURBINE 45IN DIA. COMMODITY: MACHINERY & HEAVY HRDWARE SUBCOMM: MOTORS & ENGINES: INDUST.	1.00	EA	17055.0000	17055.00	
---	---	------	----	------------	----------	--

REQUISITION TOTAL: 17055.00

ACCOUNT INFORMATION

LINE # ACCOUNT
1 40350005336502

UTIL CONST IN PROGRESS
R&R - WATER

PROJECT
WT1903
Softner Sludge Mixer Repl

AMOUNT
17055.00

17055.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

WWTP. PROJECT # WT1903

Sole source

I called MTS for an explanation as to why this could be considered "Sole Source", while I was told there are other motors that provide similar functionality. This motor would fit our existing set up for this Pit.
- Eric Warner, Buyer

APPROVALS

City Manager

Finance Dept. MEF

Chief Manager

City Attorney


Date


Date 5/3/19

Date

Date

REQUEST FOR REQUISITION

H.T.E. ENTRY DATE:	04/22/2019
H.T.E. REQUISITION #	73710
Clerk:	M. Roberts
Procurement Ass't:	
Director:	
City Manager (non budgeted capital and/or \$5000+):	

REASON FOR PURCHASE:			
Replacement Motor for Lime Sludge Transfer Pit at WWTP.			
Project WT1903			
VENDOR INFORMATION:		DIVISION:	
Name: MTS Environmental		Admin. ()	OTHER INFORMATION:
Address: 3102 Sawgrass Village Circle		Engineering ()	Date 04/22/2019 ASAP (x)
Ponte Vedra Beach, FL 32082		Cust. Rel. ()	Date Needed: 05/5/2019 Confirm. ()
		Distribution ()	ASAP/Conf. ()
Phone (contact): Eric Peters		Water Qual. ()	BACKUP DOCS. SUBMITTED:
Phone: 1-941-773-5051 / 904-273-8600		Pumping ()	Quotes/Verbal ()
Fax:		PWTreat. (x)	Quotes/Written (over \$2000) ()
Vendor Number: 7490		Meter Serv. ()	Bid Docs. ()
		Sewage ()	Sole Source Ltr. (x)
INITIATOR: Leon Liberus, Chief Operator		Strmwtr. ()	DELIVERY:
APPROVED: 			E. Admin. 40 ()
			E. WTP 41 ()
			W. WTP 42 (x)
			P/U 99 ()
			Special Instructions:
			Project Number: wt1903

Quan.	Unit Price	Description & Part Number	Fund	Dept	Basic	Elem	Obj	Amount
1	\$17,055.00	MT-02 Mixer Drive 31.4:1 Ratio PTOS configuration.	403	5000	533	65	02	\$17,055.00
		Motor supplied shall be a 2HP Mill/Chem Duty unit rated 230/460V 3Ph 60Hz.						
		Wetted Parts composed of a single agitator shaft 2.00 DIA with a single stage pitched blade turbine 45in DIA.						
		Total						\$17,055.00

Philadelphia Mixing Solutions
1221 East Main St.
Palmyra PA 17078
United States

Phone: 717-832-2800
Fax: 717-832-1740

Quote Number: 71690

QUOTE

Page: 1 of 2

Quote To: Ron Bergman City of Boynton Beach FL United States Phone: 561-742-6429 Fax: bergmannr@bbfl.us		Date: 4/10/2019 Expires: 4/30/2019 Reference: Sales Person: MTS Environmental, Inc. Fax: 904-273-1166 dlrhodes@bellsouth.net
---	--	--

MT-02 Mixer Duplicate from S/N 509079 & ON820695

					US Dollars
Line	Part Description	Rev Drawing	Expected Qty	Unit Price	Ext. Price
1	E2ALAG-1G1B0 MT-MT02 PTOS 31.4:1 1800RPM 2HP - QUANTITY BREAKS - Quantity Unit Price	A	0.00EA CH	0.00	0.00
2	E2ALAG-1G1B0 MT-MT02 PTOS 31.4:1 1800RPM 2HP <i>Long Lead Motor 50days</i> - QUANTITY BREAKS - Quantity Unit Price	A	1.00EA CH	17,055.00	17,055.00
					Lead Time 12 WEEKS ARO
		1.00 EACH		17,055.00 /1	

Philadelphia Mixing Solutions
1221 East Main St.
Palmyra PA 17078
United States

Phone: 717-832-2800
Fax: 717-832-1740

Quote Number: 71690

QUOTE

Page: 2 of 2

Lines Total	17,055.00
Total Taxes	0.00
Line Miscellaneous Charges	0.00
Quote Miscellaneous Charges	0.00
Quote Total	17,055.00



4-5-19

Boynton Beach Utilities
124 E. Woolbridge Road
Boynton Beach, FL 33435

Subject: Sole Source Representative

Philadelphia Mixing Solutions Ltd, is the sole manufacture of its equipment for the water and wastewater industries products. MTS Environmental is the sole or exclusive representative for Philadelphia Mixing Solutions Ltd within the state of Florida for the purchase of new products, OEM repair/replacement parts, repairs and maintenance.

No other representative can sell products, provide repair/replacement parts, maintenance, repair/replacement services, field services and technical support for Philadelphia Mixing Solutions Ltd.

Your contact for MTS Environmental is:

Name: Eric Peters

Phone: 941-773-5051

Email: epeters@mts-florida.com

If you have questions regarding this issue, please contact Colin Christie at 440-416-1180.

Sincerely,

Colin Christie

General Manager Environmental Sales



1221 East Main Street • Palmyra, PA 17078 USA
+1 717.832.2800 • Fax: +1 717.832.1740

www.philamixers.com

Venture House, Bone Lane • Newbury, Berkshire RG14 5SH, UK,
+44 (0) 1635 275300 • Fax: +44 (0) 1635 275375

Marmer, Eric

From: Roberts, Melissa
Sent: Monday, April 29, 2019 2:28 PM
To: Marmer, Eric
Subject: Sole Source

The motor is sole source due to it being the original motor for the transfer pit. Yes there are others out there, but not for that specific Pit.

Hope this helps



Melissa Roberts
Administrative Assistant
Boynton Beach Utilities
City of Boynton Beach
124 E. Woolbright Rd. | Boynton Beach, Florida 33435

📞 561-742-6451

✉ RobertsMe@bbfl.us | 🌐 <http://www.boynton-beach.org/>



America's Gateway to the Gulfstream

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PURCHASE ORDER
CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT

3301 Quantum Blvd. Suite 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 191051
DATE: 05/06/19

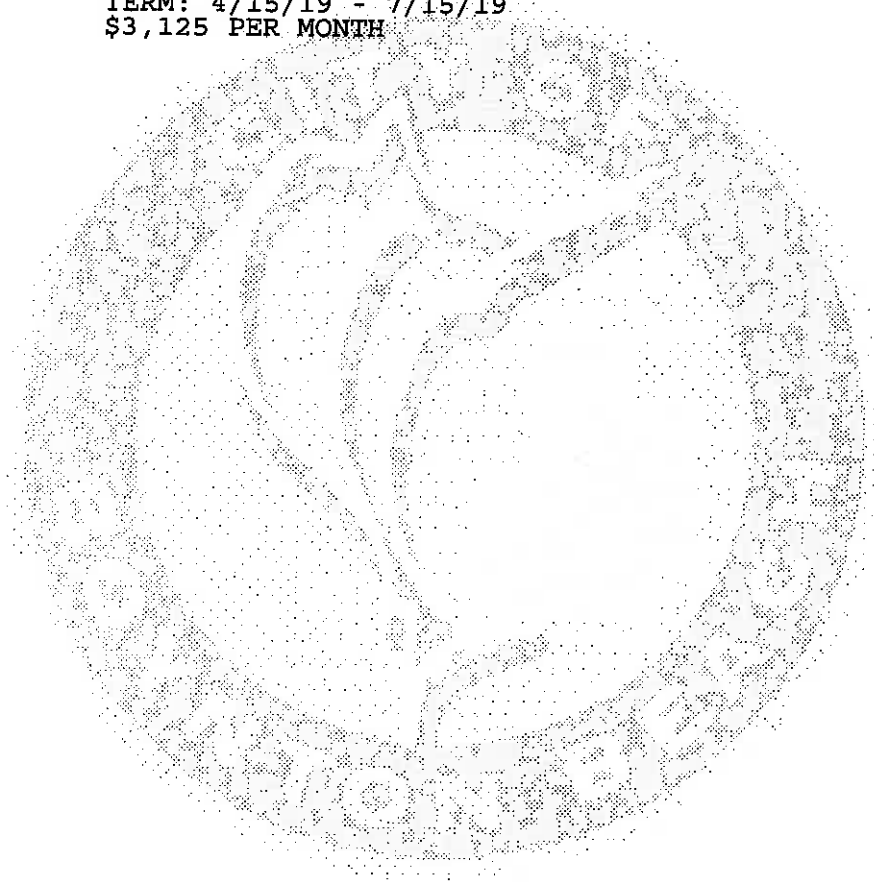
VENDOR 17635

TO: STANDING OVATIONS, LLC
STEWART AUVILLE
2607 W. END ROAD
WEST PALM BEACH, FL 33406

SHIP TO:
City of Boynton Beach
CITY MANAGER OFFICE
3301 QUANTUM BLVD.
SUITE 101
BOYNTON BEACH, FL 33426

REQUISITION NO. 73797	ORDERING DEPARTMENT: MKT & COMM/EK/FIN/LK	INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO: COMMISSION APPROVED:	

LINE#	QUANTITY UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	12500.00 DL	EVENT MANAGEMENT FOR 4TH OF JULY CELEBRATION TERM: 4/15/19 - 7/15/19 \$3,125 PER MONTH	1.0000	12500.00



PROCUREMENT SERVICES:	ymef 5/6/19	P.O. TOTAL:	12500.00
ACCOUNT NO. 001-1212-519.49-17	PROJECT SE1905		

PURCHASING



CITY OF BOYNTON BEACH

REQUEST FOR PURCHASE OVER \$10,000

Date: 1-May-19

Requesting Department: Public Communications Contact Person: Eleanor Krusell

Explanation for Purchase:

Due to current staff vacancies, assistance is needed with the production of the 4th of July event. Contractual services were obtained at \$3,125 per month for 4 months. Contractual period is April 15 through July 15.

Recommended Vendor Standing Ovations, Inc.

Dollar Amount of Purchase \$12,500

Source for Purchase (check and attach backup materials):

Three Written Quotations	<input checked="" type="checkbox"/>	GSA	<input type="checkbox"/>
State Contract	<input type="checkbox"/>	PRIDE/RESPECT	<input type="checkbox"/>
SNAPS	<input type="checkbox"/>	Sole Source	<input type="checkbox"/>
Piggy-Back	<input type="checkbox"/>	Budgeted Item	<input type="checkbox"/>
Emergency Purchase	<input type="checkbox"/>	Other	<input type="checkbox"/>

Contract Number: _____

NOTE: Pricing proposal for purchase must be presented in the same detail contained within the contract.

Fund Source for Purchase:

A transfer will be made from Salaries to Other Contractal Services to cover contractual assistance with event.

001-1212-519.49-17

SE 1905

Approvals:

Department Head Eleanor Krusell

Date 5/3/19

Purchasing Agent MRF

Date 5/3/19

Asst City Manager _____

Date _____

City Manager LA

Date 5/6/19

PURCHASE REQUISITION NBR: 0000073797

REQUISITION BY: MKT & COMM/EK/FIN/LK
SHIP TO LOCATION: CITY MANAGER

STATUS: DEPT APPROVAL
REASON: TEMP EVENT PLANNING & EVENT MGMT SVCS
SUGGESTED VENDOR: 17635 STANDING OVATIONS, LLC

DATE: 5/03/19
DELIVER BY DATE: 8/31/19

LINE NBR DESCRIPTION

QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
12500.00	DL	1.0000	12500.00	

1 EVENT MANAGEMENT FOR 4TH OF JULY CELEBRATION
TERM: 4/15/19 - 7/15/19
\$3.125 PER MONTH
COMMODITY: CONSULTING SERVICES
SUBCOMMOD: MANAGEMENT

REQUISITION TOTAL: 12500.00

REQUISITION QUOTES	
VENDOR NAME	17635 STANDING OVATIONS, LLC
	FIG SOLUTIONS
	EVENTFEST, INC.
	DOWNIE PRODUCTIONS, INC.

ACCOUNT INFORMATION

LINE #	ACCOUNT	OTHER CURRENT CHGS	OTHER CONTRACTUAL SRVS	PROJECT	%	AMOUNT
1	00112125194917			SE1905	100.00	12500.00
				July 4th, Holiday Event		

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

*Two vendors were non-responsive.

APPROVALS

City Manager	<i>[Signature]</i>	Date	5/13/19
Finance Dept	<i>[Signature]</i>	Date	5/13/19
Risk Manager	<i>[Signature]</i>	Date	5/13/19
City Attorney	<i>[Signature]</i>	Date	5/13/19

Wohler, Pamela

Subject: FW: Proposal

Attachments: 2019 Boynton Beach 4th of July Festival Proposal.pdf

From: Stewart Auville <saawpb13@gmail.com>

Sent: Monday, April 8, 2019 10:58 AM

To: Krusell, Eleanor <KrusellE@bbfl.us>

Subject: Proposal

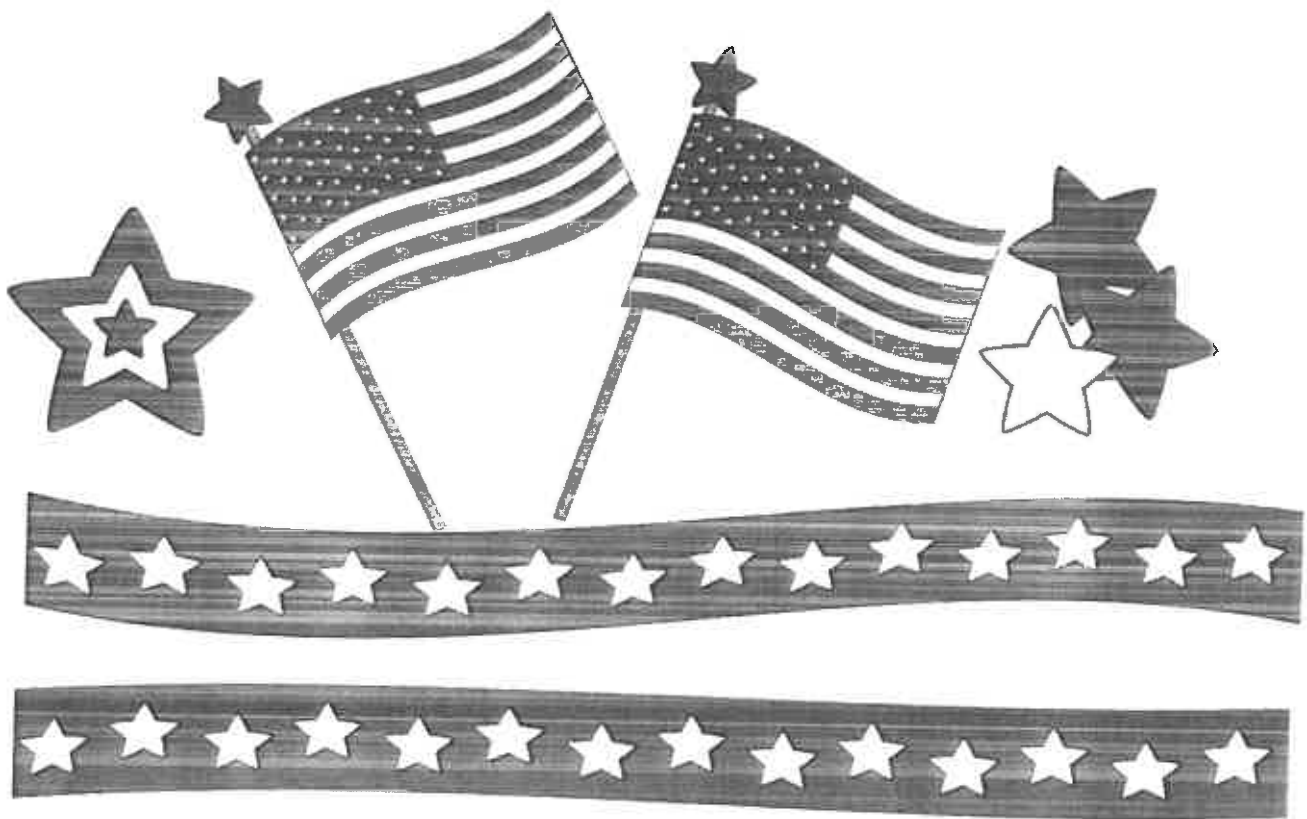
As requested - attached is our proposal for the Boynton Beach 4th of July Festival. I am available to discuss details all day tomorrow so just let me know if that is convenient for you. I greatly appreciate the opportunity and look forward to working with you.....thank you!

--
Stewart Auville
Standing Ovations, LLC
President

saawpb13@gmail.com
stewart@pbnchamber.com
(561)951-4443

Like us on Facebook: <https://www.facebook.com/StandingOvationsLLC>

**PROPOSAL FOR
CITY OF
BOYNTON BEACH
4TH OF JULY
FESTIVAL 2019**



STANDING



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Pages 4-5	Standing Ovations, LLC Employees
Page 6	Scope of Services
Page 7	Qualifications
Page 8	Fees for Event Management

STANDING



Eleanor Krusell
Public Communications and Marketing Director
Public Communications and Marketing
P.O. Box 310
Boynton Beach, Florida 33425

Dear Ms. Krusell:

Standing Ovation, LLC is proud to submit the proposal for the 2019 Boynton Beach 4th of July Celebration. Our company has had the privilege to serve as the Event Management team for many events over the past 25 years and consider ourselves as an investor in the Festivals we manage. We can guarantee that the event will be planned and executed with the highest professionalism and detailed care to maintain your quality reputation.

Standing Ovation, LLC is known for our exemplary customer service and have been highly recommended by a long list of renowned local clients including *Scripps Florida, FPL, The City of West Palm Beach, City of Pompano Beach, City of Dania Beach, Palm Beach North Chamber of Commerce, Boynton Beach CRA, City of Oakland Park and SunFest*. As these and our other clients will attest, Standing Ovation, LLC is a dynamic strategic event planning company with proven ability to execute multiple events and new projects.

We understand it is imperative to work well with all volunteers, vendors, artists, patrons and staff while staying within the budget. Standing Ovation, LLC knows that anyone who works with the Boynton Beach CRA becomes an ambassador for the organization. We will take all necessary steps to ensure the CRA is consistently represented in the most positive light. Through our leadership and careful attention to detail, we will elevate the Boynton Beach 4th of July Celebration to the highest level of community recognition, praise and applause.

Sincerely,

Stewart A. Auville
Standing Ovation, LLC
President

Standing Ovations, LLC
Stewart Auville, President

CONTRACTUAL EMPLOYEES

KIM REDDINGTON, ADMINISTRATION MANAGER

Kim will be responsible for assisting and preparing the Hilden's Activities and Hospitality in all aspects from load-in/load-out procedures, operations and catering. The Part-Time City of Boynton Beach Administrative Assistance will oversee these areas on-site of the festival prior, during and after.

Major Responsibilities:

- Coordinate and secure Children's Activities.
- Communication for all logistics and questions concerning the Children's Activities.
- Responsible for providing all agreements and required Certificates of Insurance as required by the City of Boynton Beach.
- Communicate to all Children's Activities regarding event related materials.
- Assist coordination with Food and Beverages for Hospitality.
- Facilitate Décor for Hospitality.
- Coordinate Load-in/Load-out and provide set up/breakdown information.

SPENCER SHELLARD, OPERATION MANAGER

Operation managers will oversee the site logistics concerning the operations of the festival. They will facilitate, manage and respond to all site needs for the safety of our guest and volunteers.

Major Responsibilities:

- Coordinate site management.
- Assist with all set-up and tear down plans.
- Maintain all on-site event operations including inventory control.
- Serve as first response to all areas/staff requests for service.
- Assist all areas/committees with situations that arise in all areas of the festival.

MICHAEL J. JOHNS, INC, LABOR ASSISTANCE

Michael J. Johns, Inc. logistical crew will coordinate all deliveries and set up requirements by the Operations Managers and President of Standing Ovations, LLC. They will facilitate, manage and respond to all site needs for the safety of our guest and volunteers.

Major Responsibilities:

- Assist with set up and break down according to Master Timeline.
- Follow directions and services provided by Management.
- Ensure all safety regulations are followed.
- Pick up, deliver and set up all festival needs.
- Breakdown of Festival at the conclusion.

SCOPE OF SERVICES

- Food and Beverage Details
- Children's Activities
- Permitting
- Coordinate and Manage Event Task Timelines
- Load-in/Out
- Entertainment Procurement and Management
- Budget Management
- Work with City of Boynton Beach and Staff to coordinate and implement strategies

The following areas will be reviewed and implemented in order to maintain and secure the success of the event:

- Design, develop and implement all elements of event production and logistics
- Observe event timeline for all installations, deliveries, set up, event operations and breakdown of the event
- Manage Contract negotiations and secure contracts for the following: Sanitation, Rentals, Electric, Transportation, Barricades, Signage, Lighting, Stage, Sound and Production personnel
- Development and execution of a working budget with the City of Boynton Beach Staff
- Provide monthly financial summary updates of revenues and expenditures
- Interface with City Officials regarding permits and services as required
- Secure appropriate event related permits, licenses and insurance coverage
- Ensure all safety regulations are followed and safe practices are observed
- Secure and coordinate entertainment schedule
- Meet, as needed, with the City of Boynton Beach Staff concerning activities and participating organizations of the event
- Coordinate and direct the Event Committee with the support of the CRA contractors and staff
- Monitor revenues and expenditures to maintain sound fiscal management
- Implement all event décor
- Oversee music for Fireworks show
- Fireworks barges, contracts, insurance and logistics will all be coordinated by the City of Boynton Beach Administrative Assistance or Staff
- Secure all Children's Activities
- Install signs on-site as provided by the City of Boynton Beach
- Design site plan and implement a site map
- Solicit, secure and manage Food and Beverages including all logistical coordination
- Administer Volunteers for all areas of the festival through the coordination of the Consultant and Staff
- Create and implement master timeline and site operations timeline
- Provide all necessary information for the website and printed material as needed
- Work with Staff to suggest in-kind and cash partnerships for the Festival
- Assist Staff with sponsor servicing; including grid creations, pre-event, on-site and post-event fulfillment obligations
- Arrange and manage parking and transportation
- Coordinate Security and Police services
- Organize post event follow-up

QUALIFICATIONS

AWARD WINNING

Standing Ovations, LLC was awarded by the Florida Festival Event Association the Supplier Vendor of the Year 2015.

QUALITY

Stewart Auville has over 25+ years in the event industry. Stewart is a logistics expert with a gift for volunteer management and an expertise in revenue generation. He will ensure that the City of Boynton Beach maintains a quality reputation while producing a successful Fourth of July Celebration.

CUSTOMER SERVICE

Stewart is known for his unbelievable customer service skills and is highly renowned and recommended. He believes that every customer of the City of Boynton Beach - which means volunteers, attendees, vendors, sponsors, leadership and city employees – need to be treated professionally and with respect to protect your reputation, to generate repeat business and to garner referrals.

STRATEGIC LOGISTICS

Stewart is a master of handling all details of event logistics from planning, set-up, volunteer management and tear-down. He has an eye for changing a situation before it even becomes problematic.

ACTIVE MARKETING

In addition to customer service, it is imperative to work well with all volunteers, vendors and attendees. Anyone who works with the City of Boynton Beach/CRA becomes an ambassador for the organization. Stewart will ensure action steps are taken to promote the Boynton Beach CRA throughout the market and beyond by the entire Boynton Beach CRA community.

BRAND AWARENESS

A crucial component of success is establishing superior brand awareness. This means that the City of Boynton Beach must be known as the market's signature Fourth of July Event and the City of Boynton Beach must be branded as the ultimate authority and greatest catalyst in community development for the area. Stewart has years of marketing and branding experience and will provide strategic steps to make this happen.

COMMUNITY INVOLVEMENT

To take the City of Boynton Beach Fourth of July Festival to a higher level, it will be necessary to increase community involvement at all levels. Patrons, attendees, volunteers, sponsors, vendors and staff all have a stake in increasing awareness and thus, revenue. Stewart will ensure action steps are taken to get promote the City of Boynton Beach throughout the market and beyond by the entire community.

FEES FOR EVENT MANAGEMENT AND CONSULTING

TOTAL FEE TO INCLUDE THE FOLLOWING BUDGET LINE ITEMS:

EVENT MANAGEMENT \$12,500.00

Total investment of services as described will be in the amount of: \$12,500.00

Client agrees to pay to Standing Ovations, LLC for any budget line item that exceeds amount indicated above with the exception of the Event Management fee 30 days after the festival.

Cost of operations, permits, licenses, supplies and décor will be billed separately to the Client by Standing Ovations, LLC. The industry standard processing rate for payment of these services ranges from 7% to 12%. Standing Ovations, LLC will only charge a 5% fee. Consultant agrees to review with Client any and all expenses prior to purchasing such items.

All Proposals/Quotes will be presented and reviewed with the Client for all contractual services. Approval of these services will be required prior to their implementation.

PAYMENT OF SERVICES:

To be Determine

CONTRACTOR REQUIREMENTS

In the event of severe weather or other natural disasters or acts of God during or before the scheduled event, Consultant will have the right to be compensated for services rendered. All events are on a Rain or Shine basis.

ADDITIONAL INFORMATION

All of the information provided in the proposal is negotiable.

Krasnoff, Leah

From: Krusell, Eleanor
Sent: Friday, May 03, 2019 3:07 PM
To: Krasnoff, Leah
Cc: Frederiksen, Mara
Subject: RE: EVENT MANAGEMENT

Darrell Stefany, EventFest, Inc.

Jay Downie, Downie Productions, Inc.



Eleanor Krusell
Public Communications and Marketing Director
Public Communications and Marketing
Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425
Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426
☎ 561-742-6010 | 📠 561-742-6011
✉ KrusellE@bbfl.us | 🌐 boynton-beach.org/



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From: Krasnoff, Leah <KrasnoffL@bbfl.us>
Sent: Friday, May 3, 2019 2:55 PM
To: Krusell, Eleanor <KrusellE@bbfl.us>
Cc: Frederiksen, Mara <FrederiksenM@bbfl.us>
Subject: EVENT MANAGEMENT
Importance: High

Can you please provide the full names of the 2 non-responsive companies for the event management services?

Thank you,



Leah Krasnoff
Accounting Technician
Financial Services

Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425

Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426

☎ 561-742-6308

✉ KrasnoffL@bbfl.us | 🌐 boynton-beach.org/



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Wohler, Pamela

From: Krusell, Eleanor
Sent: Monday, April 29, 2019 8:23 PM
To: Wohler, Pamela
Subject: FW: Proposal - Fourth of July
Attachments: FIG Solutions Boynton Beach Fourth of July 2019 pdf.pdf



Eleanor Krusell
Public Communications and Marketing Director
Public Communications and Marketing
Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425
Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426
☎ 561-742-6010 | 📠 561-742-6011
✉ KrusellE@bbfl.us | 🌐 boynton-beach.org/



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From: John Melleky <johnmelleky@fig-solutions.com>
Sent: Monday, April 8, 2019 12:38 PM
To: Krusell, Eleanor <KrusellE@bbfl.us>
Subject: Proposal - Fourth of July

Dear Eleanor:

Thank you for the opportunity to apply for the event services for the Fourth of July event. Attached is our proposal. Please let me know if you have any questions.

I look forward to the next steps in the process.

Sincerely,

John Melleky



John R. Melleky, CFRE, CFEE
Principal
FiG Solutions

Cell: (804) 690-2879

johnmelleky@fig-solutions.com
www.fig-solutions.com

Post Office Box 2877
Bonita Springs, FL 34133



Boynton Beach Fourth of July 2019

Prepared by:



FiG Solutions

John R. Melleky, CFRE, CFEE

johnmelleky@fig-solutions.com

www.fig-solutions.com

804-690-2879

TABLE OF CONTENTS

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STATEMENT OF PROPOSED SERVICES

FiG Solutions values our clients and believes each event is a partnership. We are there to help the organization and the event succeed and grow. Communication is key to any successful partnership. We look at the goals for the event and for the organization to develop a plan on all aspects of the event to meet those objectives. In addition, FiG will review past event information, contact previous vendors and partners, review the debrief notes to see what worked well and create a plan that describes opportunities for growth and improvements.

Below is a list of the proposed services. However, we realize that this can change and be modified during the proposal and discussion process. We are open to making sure that the needs and requirements of the City of Boynton Beach are met and exceeded.

The proposed services include:

- Operations and logistics management and coordination, primarily during the event
- Site map and plan for the event
- Contract and manage vendors and associated services, including insurance requirements, materials, installation and breakdown
- Determine off-site parking area
- Coordinate all city services with associated departments
- Evaluate the event.

COMPANY EXPERIENCE

FiG Solutions is a comprehensive consulting firm that provides services for nonprofits and festivals and events. Formed in early 2015, its principals have over 30 years of nonprofit management, fundraising, marketing, and event planning experience. Its mission is to “Fill in Gaps” for organizations with professional services, planning and results like no other. Our main process is to evaluate and set a solid foundation, implement the plan, and manage the growth.

FiG Solutions is an equal opportunity employer and it does not and will not discriminate against any person, employee or applicant for employment nor blacklist, divest from, or otherwise refuse to deal with a person or entity on account of age, disability, race, creed, religion, color, natural origin, sex, sexual orientation, intersexuality, gender identity, marital status, or political affiliation.

The principals in the company most recently worked with Fiesta San Antonio, an 11 day festival that has over 100 events throughout the city. Prior to that, John Melleky was the President of 3fold consulting, which provided association management, fundraising consulting and event planning services for nonprofits, associations and corporations.

With an economic impact of \$340 million, Fiesta San Antonio is a fusion of arts, heritage and culture and has 3.6 million people attend the various events. The Fiesta San Antonio Commission is the umbrella organization that oversees the festival, manages all the marketing, obtains the overall sponsors, serves as the liaison with the City of San Antonio and serves as a resource center for the 100 nonprofits that run the various events. The Commission produces various events throughout the year such as membership socials, the annual Poster Unveiling and Fiesta Fiesta, the Opening Ceremonies for the festival at the Alamo for 25,000 people.

While at Fiesta San Antonio, the three principals of FIG Solutions completed the following:

- Implemented the first strategic plan in the organization’s 55 year history
- Increased overall income for the organization by 25% within a two year period
- Created a new sponsorship program based on feedback from sponsors, with more robust media, custom proposals to meet sponsor’s marketing objectives, ROI measures and detailed recap reports
- Increased sponsorship dollars by 70% in 3 years
- Obtained 100% renewal of sponsors by the third year
- Moved from a local to national platform by including 27 new sponsors including Johnson & Johnson, Nationwide and Kellogg’s
- Increased festival merchandise sales by 47% in three years

- Created and developed a mission and programs for the charitable side of the organization
- Increased charitable giving by eight times in a six month period through a comprehensive plan for individuals, corporations and foundations
- Grew membership in the organization by 10% each year for three years
- Managed and created a branding study and implemented new branding for all aspects of the festival and the organization
- Implemented online ticketing for some of the events and increased ticket income by \$300,000 in one year
- Built public relations on the event from a six week cycle to a ten month cycle
- Increased local media coverage by 53% in one year
- Moved coverage from a local to an international audience with online stories increasing from 1 billion page views to 4 billion page views in one year
- Built social media platforms to engage the audience. Doubled Facebook fans, created an Instagram account with 15,000 fans, doubled Twitter followers in one year, and created a mobile app with 60,000 users in a six week period
- Doubled program advertising revenue in three years
- Created an advertising co-op for the nonprofits to advertise their event and this resulted in a new income stream for the organization
- Implemented a multi-platform marketing strategy that included:
 - broadcast television – network and cable, and developing content for network television news specials and parade broadcasts,
 - radio, utilizing all local and internet media outlets,
 - print mediums, including weekly, alternative and coupon programs
 - outdoor with bus wraps and digital billboards (where the message could change easily to build excitement),
 - the Internet to build the fan base and
 - social mediums to engage the festival attendees
- Created a new website and platform, which increased users to 700,000 in a six week period
- Added 20 new events in 3 years.

CUSTOMER AND EVENT EXPERIENCE

FiG Solutions has over thirty years of experience in fundraising, events, nonprofit management, and conference planning. Below is a summary of some of the experiences and the results.

Edison Festival of Light 2016-2017

- Managed sponsorships for Southwest Florida's largest and longest running festival, with 500,000 attendees.
- A dozen events over two weekends in February.
- Includes the Grand Parade of Light, the largest night parade in the Southeast.
- Revised sponsorship program to include custom packages, return on investment measures, and new sponsor activation areas.
- Brought in national sponsors such as Slurpee.
- Increased overall donated revenue by almost 25%, including increasing advertising revenue by 133%, sponsorship income by 23%, and grant revenue by 20%.
- Developed new marketing partnerships on various platforms which had a local reach of 5.8 million people, a national audience of 28.4 million, and a local value of \$652,000. Increased local value by over 700% from the previous year.
- Created new broadcast specials for the Junior and Grand Parade, leading to an audience of 18,000 people for the Grand Parade of Light on MeTV, double their normal viewing audience.
- Managed vendors through new online application processes.
- Oversaw all city and state relationships, including street closings, permits, and barricades.



**Fiesta San Antonio
Fiesta Fiesta
Opening Ceremonies at the Alamo
2012-2015**

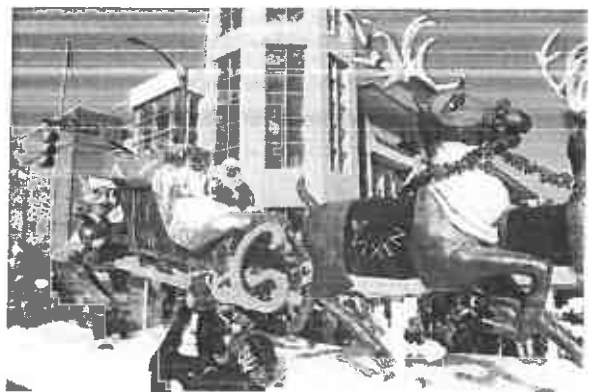
- Free event that kicks off the annual celebration.
- Event is held outside of the Alamo and in the street in front of the Alamo.
- Event includes a main stage with music, a vendor area, food area and sponsor village.
- Increased the number of vendors each year.
- Developed plans to include a variety of food vendors.
- Reviewed and managed beverage sales and increased sales by \$4,000 in one year.
- Increased sponsor involvement from 5 booths to 25 booths. Worked with sponsors on interactive activation stations.
- Improved marketing of event through billboards, radio ads and program advertising.
- Increased attendance from 15,000 to over 25,000 people.
- Improved fireworks display by having them take off behind the Alamo in 2014.



**Ukrop's Christmas Parade
Richmond, VA**

John Melleky has 17 years of experience in this event, including work in managing the organization and media activations.

The Ukrop's Christmas Parade is Central Virginia's largest event, with a live audience of a quarter of a million people along the 2.5 mile route. The event is televised live and



rebroadcast at least once. The television audience for these broadcasts totals over 125,000 households in the greater Richmond area. In 2007, the event was televised statewide over the PBS affiliate system.



During the 2004-2007 time frame, the following was achieved for the Christmas Parade.

- Doubled sponsorship dollars in a three year period, from \$100,000 to \$200,000.
- Developed alternative revenue streams for an additional \$20,000 including grandstand seat sales, advertising and merchandise sales.
- In 2007, created and produced the Comcast Character Lunch, which promoted literacy. 150 people attend this first year event, which allowed the organization to begin its goal of creating a weekend-long festival with various events and activities.
- Created new strategies for television broadcasts to increase broadcast footprint throughout the state of Virginia.
- Developed new marketing and promotional strategies, including print, radio and cable partnerships, memberships, and giveaways.
- Created new publications for the event, including a souvenir program and a 24 page insert in Style.
- The 2007 Parade and Character Lunch were recognized with an IFEA Southeastern Institute Silver Kaleidoscope Awards for Best Event, Best Event within an Event, Best Program, and Best Sponsorship Materials.



Real Simple Magazine's Get Organized New York New York

John Melleky served as the Operations Director for this nonprofit fundraising event in New York City. Get Organized New York collected clothes throughout the five boroughs and then sold it in the "biggest Tag Sale ever." The sale was held in a 20,000 square foot tent in Central Park, which was designed as a department



store, and raised \$650,000 for the New York City Fund for Public Schools.

As Operations Director, John:

- Managed production needs for all sponsors including signage, booth displays and set ups, donations, and item shipments. Directed production communications with all sponsors and attended weekly sponsorship meetings.
- Administrated all human resource duties for the contractual staff of 40 in all aspects of the project including warehousing, clothing collection, volunteer management, and project administration. Created an organizational chart for event.
- Set up production offices prior to the event and on-site at the event.
- Developed project schedules.
- Created credentialing system.
- Implemented training sessions and materials for all staff.
- Managed sponsor activation production needs and developed activation production schedules.
- Oversaw all event signage, from design to production.
- Oversaw ticketing and line management for attendees, security, information technology, and the point of sales area.



**Time Warner Global Leadership Conference, 2005, Puerto Rico,
2004 Boca Raton, FL
Time Warner Consumer Insights Forum 2002-2004, New York City**

Hartford Board of Directors Meeting (2003- NYC, 2002, Tokyo)

**Warner Music Managing Directors' Conference
2004, Miami,
2002, Barcelona, Spain**

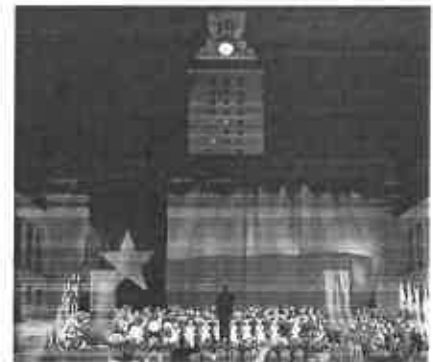
MasterCard World Cup Event Cultural Tours 2002, Tokyo, Japan

**FORTUNE 500 Forum, FORTUNE Global Forum, CIO and CEO Forums, FORTUNE Magazine
1993- 2008**

John worked on various conferences and events for MasterCard and many of the Time Warner family of magazines and media components. For many of these events, John served as the operations director.

This position included a variety of responsibilities including:

- Oversight and management of transportation, logistics, communications, office set up and management for these conferences of approximately 300 CEOs in various cities throughout the world.
- Coordinated production offices, executed budgets, recruited and scheduled 200 volunteers, and provided guest relations for 600 CEOs for the FORTUNE 500 Forum and the FORTUNE Global Forum.
- Designed and implemented transportation plans, including staging, coordination with cities, equipment, and staffing for the four-day event.
- Recruited and trained drivers. Developed maps and routes to different venues in a different city every year.
- Developed Access database to track itineraries, rooming, meals, and recreation for the guests.
- Negotiated rooming between two hotels for all guests.



- Created and executed transportation plan, including airport arrivals, shuttles between the hotels, and transportation of all guests for recreation activities.
- Provided coordination of cell phone equipment for 25 staff.

STAFFING

John Melleky will serve as the Project Manager for this project. A full resume is below.

Background

Experienced executive that manages all aspects of nonprofit, festival/event, and corporate organizations. Strategic thinker that developed the big picture and implemented tactics to meet goals and objectives. Entrepreneur in spirit that has started new nonprofit organizations and enhanced organizations into nationally recognized festivals and nonprofits. Pursued new business opportunities and revenue streams for entertainment, travel/hospitality, merchandising, ticketing, fundraising, and sponsorships to expand the impact of organizations. Created processes and procedures to manage events and projects. Recruited and developed leadership teams to implement strategies. Refined communications and marketing strategies to involve all constituent bases and included paid, earned, and owned media while developing new e-commerce, social, and mobile platforms.

Skills and Abilities

EVENT MANAGEMENT

Background

Experienced executive that manages all aspects of nonprofit, festival/event, and corporate organizations. Strategic thinker that developed the big picture and implemented tactics to meet goals and objectives. Entrepreneur in spirit that has started new nonprofit organizations and enhanced organizations into nationally recognized festivals and nonprofits. Pursued new business opportunities and revenue streams for entertainment, travel/hospitality, merchandising, ticketing, fundraising, and sponsorships to expand the impact of organizations. Created processes and procedures to manage events and projects. Recruited and developed leadership teams to implement strategies. Refined communications and marketing strategies to involve all constituent bases and included paid, earned, and owned media while developing new e-commerce, social, and mobile platforms.

Skills and Abilities

EVENT MANAGEMENT

Served as the CEO of Fiesta San Antonio Commission, the umbrella organization for one of the nation's largest festivals for 3.6 million attendees, with 110 events over 11 days. The Commission manages the overall sponsorships, marketing, and city relationships. It also serves as the resource center for the 100 nonprofits that manage the various events.

For Fiesta, produced and designed a variety of events for Fiesta, including workshops on nonprofit management and event planning, membership events, the annual Poster Unveiling, and Fiesta Fiesta, the opening ceremonies, for 25,000 people. Developed creative content, programming, entertainment, and food and beverage at the events. Built production schedules and load in/load out schedules for all events.

Served as Operations Director for high-quality international conferences and events under Veronica Whitehead & Co. as part of 3fold consulting. Client events included 10 years with the FORTUNE 500 Forum in various U.S. cities, the FORTUNE Global Forum in Hong Kong, FORTUNE CIO and CFO Forums in Aspen, FORTUNE Sales Meetings in St. John and Hawaii, Time Warner Board NewsTour in Shanghai, MasterCard World Cup 2002 in Tokyo, The Hartford board meetings in Tokyo and New York, Warner Music meetings in Miami and Barcelona, and Get Organized New York for Real Simple Magazine, a tag sale in Central Park.

Oversaw and managed operations for these events including budgets, staffing, signage, office set ups, negotiating contracts, and transportation. Worked with various DMCs to coordinate events, airport arrivals and departures, and all transportation to various events.

For FORTUNE 500 Forum, coordinated all transportation, which was done in-house. Recruited volunteers, worked with car sponsor on equipment, developed routes and maps, worked with city police to develop routes, street closures and security, and managed scheduling of a fleet of 100 cars and 200 drivers.

Developed unique tours, seminars, team building activities, and recreation excursions for these various international conferences. Researched history and became immersed in the local culture to develop programs to tell a story through the event.

Negotiated contracts and developed relationships with vendors, venues, caterers, DMCs, and local production companies.

Managed site visits and negotiated contracts with hotels. Developed systems to manage housing and accommodations for guests. Created client relations strategies and procedures.

Managed production needs for all sponsors including signage, booth displays and set ups, donations, and item shipments.

Developed and initiated cultivation and education events for the international Society of Cardiovascular Anesthesiologists (SCA) Foundation to engage current and prospective partners.

Produced National Philanthropy Day in Richmond, a conference and awards luncheon for 800 people. Grew the event attendance to the second largest in the U.S. Managed all aspects of the event, and increased net income by \$70,000. Negotiated contracts, designed menus, coordinated tastings and designed décor elements.

Doubled sponsorship dollars for the Richmond Christmas Parade in a three year period, from \$100,000 to \$200,000. Served on Parade Board for 17 years and Chair for four years. Developed first set of production schedules for the event.

PARTNERSHIP SALES/DEVELOPING NEW OPPORTUNITIES

With FIG Solutions, revised sponsorship program for the Edison Festival of Light. Developed detailed ROI reports and built a comprehensive advertising program. Increased overall donated revenue by almost

25% in the first year, including increases in advertising revenue by 133%, sponsorships by 23%, and grant funding by 11%.

Managed sponsorship activation areas for the Edison Festival, including creating two new activation areas.

At Fiesta, analyzed and revised sponsorship program to include more activation opportunities, marketing options, ROI measures, and detailed recap reports. Increased sponsor dollars by 70% in three years and oversaw 110 activation efforts for sponsors. Obtained sponsorship retention of 100% by the third year of new sponsorship platforms. Increased the national reach to include new partnerships with Kellogg's, Johnson & Johnson, and Corner Stores. Added 27 new partnerships in three years.

Created new revenue streams utilizing hospitality and travel partners, merchandising, and sponsorships, which resulted in additional revenue of \$500,000 each fiscal year.

Moved organization from in-person paper ticket sales to online ticketing for parade seats. Increased income by \$50,000 in the first year and eliminated ticket purchase errors by \$8,000.

MANAGEMENT

Oversaw Fiesta's first strategic business plan in its 55 year history. Implemented tactical strategies to meet overall objectives. Analyzed current organizational situation and developed new business processes, policies, and procedures for each functional area of the organization. Managed the big picture while attending to the details to exceed objectives set in each area.

At Fiesta, managed an Executive Committee of 25 with 20 committees and a Board of Commissioners of 150 individuals. Managed boards of directors with the SCA Foundation and associations. Prepared materials for board meetings and developed communications strategies for information sharing based on strategic objectives. Built budget dashboard reports on key performance indicators.

Recruited and led a management team at Fiesta to meet strategic goals and objectives.

COMMUNICATIONS AND MARKETING

As part of FIG Solutions, increased marketing reach through new partnerships for the Edison Festival of Light. Secured advertising and promotion in broadcast, outdoor, OOH, print, digital, and earned media leading to an overall local audience reach of 5.8 million people at a local value of over \$637,000.

At Fiesta, implemented a multi-platform marketing strategy that included broadcast television – network and cable, radio, print mediums, outdoor with bus wraps and digital billboards where the message could change easily to build excitement, the Internet to build a fan base, and social mediums to engage the festival attendees.

Oversaw communication efforts to leverage technology and social media. Doubled Facebook likes, implemented a new web platform for the festival, which led to almost 700,000 site visits during March and April, and oversaw the introduction of a mobile app, which had 60,000 users in six weeks.

Created a mission and program areas for the Fiesta Foundation. Developed messaging and wrote content for marketing materials. Increased charitable giving by eight times in six months. Developed advertorial on charitable reach for a local magazine.

Developed and cultivated a CRM and networking approach with various constituencies, including media, vendors, volunteers, donors, community leaders, corporate sponsors, business leaders, and government officials.

Managed communications projects for the SCA Foundation and associations. Wrote text, oversaw graphic designers, and managed print production. Developed and updated websites and other marketing collateral regarding programs. Produced direct mail campaigns for membership and donations.

Experience

PRINCIPAL | FIG SOLUTIONS | 2015 - PRESENT

Consultant for organizations in strategic planning, management, fundraising, sponsorships, marketing, public relations and event/festival operations. Revised sponsorship recaps and platforms for the Edison Festival of Light in Fort Myers, FL.

CHIEF EXECUTIVE OFFICER | FIESTA SAN ANTONIO COMMISSION | 2012-2015

Served as CEO for one of the nation's largest festivals for 3.6 million people with 110 events in 11 days. Recognized in 2014 with 24 awards from the International Festivals and Events Association.

EXECUTIVE DIRECTOR | SOCIETY OF CARDIOVASCULAR ANESTHESIOLOGISTS | 2005-2012

Created a philanthropic foundation for an international society and raised \$6.3 million in 3 years.

PRESIDENT | 3FOLD CONSULTING | 2000-2012

Consulted in operations for international events for clients as Time Warner, FORTUNE, and Real Simple, association management, and fundraising consulting.

DIRECTOR OF OPERATIONS | UNIVERSITY OF RICHMOND | 1997-2000

Managed advancement services department with a staff of 4. Developed metrics and served as project manager for software conversion.

Education

MBA | 1992 | VIRGINIA COMMONWEALTH UNIVERSITY

Major: Business Administration, with concentrations in Marketing and Information Systems

B.S. | 1985 | UNIVERSITY OF RICHMOND

Major: Business Administration, with concentrations in Marketing and Management

Publications

"Is Marketing Critical to Your Festival/Event or Even Your Organization"

IE Magazine, Fall, 2016

"Building a Brand for All Components of Your Festival"

IE Magazine, Spring, 2015

"Creating a Fundraising Program for Your Festival"

IE Magazine, Winter, 2014

Awards and Miscellaneous

Member, Association of Fundraising Professionals, 2000-present

Member, International Festivals and Events Association, 2005-present

Member, Florida Festivals and Events Association, 2015-present

Certified Fund Raising Executive (CFRE), 2004-present

Certified Festivals and Events Executive (CFEE), 2014

PRICE PROPOSAL

Based on the event description, FiG Solutions will charge \$20,000.

This fee is payable in monthly payments from April - July. Billing will be completed by the first of the month and payment is due no later than the 15th of the month. Late fees of \$35 will be assessed 30 days after the bill is overdue. Fees are assessed every 30 days.

FiG Solutions is also flexible to have the scope of work revised or obtain a portion of the scope of work.

If the scope of work increases and more staff is needed with FiG Solutions, then additional fees will be incurred. FiG Solutions will work with the City to discuss those options and budgetary implications.

Other Expenses

Over and above expenses will be billed to the organizations if it is not in the budget. It is anticipated to include all these expenses in the budget. These expenses might include:

- Long distance phone calls
- Copying/printing needs
- Office supplies that relate to these tasks
- Mileage (at IRS established rate)
- Special mailing or delivery costs
- Travel for staff to meetings
- Accommodations – request for 1 hotel room for the week of the event.

Other Expenses Rates

The rates for the other fees are listed below.

Management Fee		10% of costs Shall be charged for items paid by FiG Solutions that could not be billed to the organization. All efforts are made to bill expenses directly to the organizations.
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Conference Calls		Per bill by conference call company
Travel		IRS standards for mileage Coverage of hotel, meals, internet, parking, or any other miscellaneous fees associated with that travel if over 35 miles based on receipts. Travel shall be based from Boynton Beach City Hall.

Other Services

Sponsorship

FiG Solutions can assist with sponsorship of the event. To be most effective, it is recommended that FIG Solutions assists with the 2019 recruitment and fulfillment and implement a full sponsorship review and structure for the 2020 event. FIG Solutions can provide help with assessing benefits, developing proposals, attending sponsor meetings and asks, providing logistics for sponsor fulfillment, and completing recap reports. An upcharge can be set to the company so that FIG Solutions receives some benefit for new sponsors obtained and DDMA still receives their rightful amount. The fee would include a base plus a commission of 20%, which is the industry standard.

Cancellation Fees

Due to the limited timeline, if the contract is cancelled by the City, 100% of the fees will be paid to FIG Solutions. If the event is cancelled due to weather or any force majeure situations, the contract will still be in effect.

Wohler, Pamela

From: Krusell, Eleanor
Sent: Monday, April 29, 2019 8:24 PM
To: Wohler, Pamela
Subject: PW: Quotation for Temporary Event Planning and Event Management Services for City of Boynton Beach's 4th of July Festivities - DUE: April 8, 2019

Non-responsive.



Eleanor Krusell
Public Communications and Marketing Director
Public Communications and Marketing
Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425
Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426
☎ 561-742-6010 | 📠 561-742-6011
✉ KrusellE@bbfl.us | 🌐 boynton-beach.org/



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From: Krusell, Eleanor <KrusellE@bbfl.us>
Sent: Monday, April 1, 2019 1:15 PM
To: [REDACTED]
CC: Krusell, Eleanor <KrusellE@bbfl.us>
Subject: Quotation for Temporary Event Planning and Event Management Services for City of Boynton Beach's 4th of July Festivities - DUE: April 8, 2019

Quotation for Temporary Event Planning and Event Management Services
Due: April 8, 2019

Event
4th of July

Event Date
Thursday, July 4, 2019

Event Time
Late Afternoon (no earlier than 4p) - 10p

Event Location
Intracoastal Park, 2240 N. Federal Hwy., Boynton Beach, FL

The venue includes a clubhouse with two rooms downstairs that can be utilized for site operations, vendor hospitality, volunteer check-in, etc. The 2nd floor of the clubhouse is utilized as a hospitality area for elected officials and dignitaries and will be planned and executed by the City.

Event Description

The City's annual 4th of July event is held on July 4th and includes entertainment, activities, food & beverages, and a fireworks show. The event is free to the public. There is limited on-site parking; off-site parking and transportation services are provided to the public free of charge.

Event Attendance

1,000 Est.

Event Production Budget

\$82,400 (\$61,000 is fireworks/barge)

(does not include City services)

Event Service Term

April 15 - July 15, 2019

Scope of Services

- Plan a creative, one-of-a-kind family-oriented event.
 - Develop site map.
 - Organize, implement, and manage all aspects of event logistics and production (pre, during, and post-event).
 - Develop scope of services for all contracted vendors and services such as tents, stage, sound, entertainment, food & beverages, tables, chairs, décor, children activities, sound system(s), trolley services, parking, fireworks, power, light towers, barricades, on-site signage installation, etc. Obtain required insurance policies. City will distribute quotes, receive payments, and issue payments.
- Please note: Fireworks, barge, and load in locations have been secured.**
- Determine off-site parking areas. City will develop and approve agreements.
 - Coordinate all city services with police, fire, public works, recreation, permitting, etc. needed before, during, and after the event.
 - Provide evaluation of event.

City Support

- A part-time administrative assistant is available to assist contractor pre-event (up to 20 hours a week), set-up, during, and after event (through July 15).
- An intern will be available for pre-event set-up, during event and post-event.
- The Department Director and Marketing Managers (2) will be available as needed during the event.
- City will be responsible for all aspects of marketing the event including needed signage.
- City services (police, fire, public works, parks, parking attendants, etc.) will be exclusive of budget.

Contractor reports to:

Eleanor Krusell, Director, Public Information and Marketing Director

Quote Submission

Due: April 8, 2019 by 5p

Include: Name of firm and lead members
 Experience with similar events

Email Quote
KrusellE@bbfl.us

Questions?
561-742-6010



Eleanor Krusell
Public Communications and Marketing Director
Public Communications and Marketing
Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425
Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426

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From: Krusell, Eleanor <KrusellE@bbfl.us>
Sent: Monday, April 1, 2019 1:14 PM
To: ~~darroll@eventfest.com~~
Cc: Krusell, Eleanor <KrusellE@bbfl.us>
Subject: Quotation for Temporary Event Planning and Event Management Services for City of Boynton Beach's 4th of July Festivities - DUE: April 8, 2019

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Please note: Fireworks, barge, and load in locations have been secured.
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KrusellE@bbfl.us

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PURCHASE ORDER CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT
3301 Quantum Blvd. Suite 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 191105
DATE: 05/30/19

VENDOR 7736

TO: DELL MARKETING LP
ONE DELL WAY, BOX RR8-11
ROUND ROCK, TX 78682

SHIP TO:
City of Boynton Beach
POLICE DEPARTMENT
2045 HIGH RIDGE RD.
BOYNTON BEACH, FL 33426

REQUISITION NO. 73894	ORDERING DEPARTMENT: POLICE	INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO: COMMISSION APPROVED:	

LINE#	QUANTITY UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
1	25.00 EA	OPTIPLEX 5060 SMALL FOR FACTOR Discounted unit price \$761.08 Dell contract code : WN08AGW estimated ship date: may 22,2019 Premier Discount -11,651.75 Catalog # :84/S029050 see attached quote for further product detail	1227.1500	30678.75
2	1.00-EA	PREMIER DISCOUNT	11651.7500	11651.75-
3	10.00 EA	DELL 22 MONITOR P2219H Discounted unit price \$167.19 Dell contract code:WN08AGW estimated ship date May 21,2019 Premier Discount -\$528.00 Catalog #:84/p2219hsap	219.9900	2199.90
4	1.00-EA	PREMIER DISCOUNT	528.0000	528.00-
5	4.00 EA	DELL ULTRASHARP 24 MONITOR - U2412M Discounted unit price: \$258.39 Dell contract code: WN08AGW estimated ship ctæ May 21,2019 premier discount -326.40 catalog # :84/u2412msap	339.9900	1359.96
6	1.00-EA	PREMIER DISCOUNT	326.4000	326.40-
7	1.00 EA	LATITUDE 7480 Discounted unit price: \$1,098.95 Dell contract Code: WN08AGW estimated ship date : ships in 5-7 business days premier discount -\$942.57	2041.5200	2041.52

PROCUREMENT SERVICES:	<i>Mona Fredericks</i> 6/4/19	P.O. TOTAL:
ACCOUNT NO. 001-2112-521.64-20	PROJECT	

PURCHASING

PURCHASE ORDER CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT

3301 Quantum Blvd. Suite 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 191105
DATE: 05/30/19

VENDOR 7736

TO: DELL MARKETING LP
ONE DELL WAY, BOX RR8-11
ROUND ROCK, TX 78682

SHIP TO:
City of Boynton Beach
POLICE DEPARTMENT
2045 HIGH RIDGE RD.
BOYNTON BEACH, FL 33426

REQUISITION NO. 73894	ORDERING DEPARTMENT: POLICE		INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	BID NO:	COMMISSION APPROVED:	

LINE#	QUANTITY UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
-------	--------------	--------------------------	-----------	---------------

catalog #:84/cto10I748041usrskl

see attached quote for further
product detail

8	1.00-EA	PREMIER DISCOUNT	942.5700	942.57-
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9	1.00 EA	DELL BUSINESS DOCK - WD15 with 180W adapter with DiB mDP to DP cable 2.7ft (0.8m)	269.9900	269.99
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discounted unit price:\$199.79
Dell contract code: WN08AGW
Manufacturer part #: RD43V
Dell Part#: 452-BDDU
estimated ship date June 5,2019

premier discount -\$70.20

10	1.00-EA	PREMIER DISCOUNT	70.2000	70.20-
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REMARKS:
REPLACEMENT DESK TOPS FOR P.D.
PIGGYBACK STATE CONTRACT 43211500-WSCA-15-ACS
QUOTE #1021730263873
DO NOT MAIL PO - P.D. WILL SEND TO VENDOR

PROCUREMENT SERVICES:	<i>Maria Fredericks 6/4/19</i>	P.O. TOTAL:	23031.20
ACCOUNT NO. 001-2112-521.64-20	PROJECT		

PURCHASING



CITY OF BOYNTON BEACH

REQUEST FOR PURCHASE OVER \$10,000

Date: 5/28/2019

Requesting Department: Police

Contact Person: Capt Zeller

Explanation for Purchase:

Replacement desk tops for the PD and Communications

Recommended Vendor Dell Vendor # 7736

Dollar Amount of Purchase 23031.2

Source for Purchase (check and attach backup materials):

Three Written Quotations

☐

GSA

☐

State Contract

☒

PRIDE/RESPECT

☐

SNAPS

☐

Sole Source

☐

Piggy-Back

☐

Budgeted Item

☐

Emergency Purchase

☐

Other

☐

Contract Number: 43211500-WSCA-15-ACS

NOTE: Pricing proposal for purchase must be presented in the same detail contained within the contract.

Fund Source for Purchase:

001-2112-521-64-20

Approvals:

Department Head

[Signature]

Date 5.28.19

Purchasing Agent

[Signature]

Date 5/29/19

Asst City Manager

[Signature]

Date

City Manager

[Signature]

Date 5/29/19

PURCHASE REQUISITION NBR: 0000073894

REQUISITION BY: POLICE
SHIP TO LOCATION: POLICE
STATUS: DEPT APPROVAL
REASON: REPLACEMENT DESK TOPS FOR THE PD
DATE: 5/22/19
SUGGESTED VENDOR: 15233 DELL SOFTWARE INC.
DELIVER BY DATE: 6/17/19

LINE NBR DESCRIPTION

7730 DELL MARKING
UNIT
EXTEND
QUANTITY UOM COST COST VENDOR PART NUMBER

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
4	00121125216420	MACHINERY AND EQUIPMENT	100.00	528.00-
5	00121125216420	COMMUNICATION EQUIP	100.00	1359.96
6	00121125216420	MACHINERY AND EQUIPMENT	100.00	326.40-
7	00121125216420	COMMUNICATION EQUIP	100.00	2041.52
8	00121125216420	MACHINERY AND EQUIPMENT	100.00	942.57-
9	00121125216420	COMMUNICATION EQUIP	100.00	269.99
10	00121125216420	MACHINERY AND EQUIPMENT	100.00	70.20-
				23031.20

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

We are requesting to purchase replacement desk tops for the PD/Communications

Contract # 43211500-WSA-15-ACS

Craig Richards

APPROVALS
City Manager *[Signature]* Date *5/22/19*
Finance Dept *[Signature]* Date *5/22/19*
Risk Manager *[Signature]* Date *5/22/19*
City Attorney *[Signature]* Date *5/22/19*

PURCHASE REQUISITION NBR: 0000073894

REQUISITION BY: POLICE

STATUS: DEPT APPROVAL

REASON: REPLACEMENT DESK TOPS FOR THE PD

DATE: 5/22/19

SHIP TO LOCATION: POLICE

SUGGESTED VENDOR: 15233 DELL SOFTWARE INC.

DELIVER BY DATE: 6/17/19

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
-------------	-------------	----------	-----	--------------	----------------	--------------------

7	LATITUDE 7480		EA			
---	---------------	--	----	--	--	--

estimated ship date :
ships in 5-7 business days
premier discount -\$942.57
catalog #:84/ctol01748041usrsk1

see attached quote for further product detail
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES

8	PREMIER DISCOUNT	1.00-	EA	942.5700	942.57-	
	COMMODITY: OFFICE SUPPLIES, GENERAL					
	SUBCOMMOD: COMPUTER ACCESSORIES					

9	DELL BUSINESS DOCK - WD15	1.00	EA	269.9900	269.99	
	with 180W adapter with DIB mDP to DP cable 2.7ft (0.8m)					

discounted unit price:\$199.79
Dell contract code: WN08AGW
Manufacturer part #: RD43V
Dell Part#: 452-BDDU
estimated ship date June 5,2019

premier discount -\$70.20
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES

10	PREMIER DISCOUNT	1.00-	EA	70.2000	70.20-	
	COMMODITY: OFFICE SUPPLIES, GENERAL					
	SUBCOMMOD: COMPUTER ACCESSORIES					

REQUISITION TOTAL: 23031.20

REQUISITION QUOTES
VENDOR NAME
DELL

ACCOUNT INFORMATION

LINE #	ACCOUNT	PROJECT	%	AMOUNT
1	00121125216420	MACHINERY AND EQUIPMENT COMMUNICATION EQUIP	100.00	30678.75
2	00121125216420	MACHINERY AND EQUIPMENT COMMUNICATION EQUIP	100.00	11651.75-
3	00121125216420	MACHINERY AND EQUIPMENT COMMUNICATION EQUIP	100.00	2199.90

PURCHASE REQUISITION NBR: 0000073894

REQUISITION BY: POLICE

STATUS: DEPT APPROVAL

REASON: REPLACEMENT DESK TOPS FOR THE PD

DATE: 5/22/19

SHIP TO LOCATION: POLICE

SUGGESTED VENDOR: 15233 DELL SOFTWARE INC.

DELIVER BY DATE: 6/17/19

LINE NBR	DESCRIPTION	QUANTITY	UOM	UNIT COST	EXTEND COST	VENDOR PART NUMBER
-------------	-------------	----------	-----	--------------	----------------	--------------------

1 OPTIPLEX 5060 SMALL FOR FACTOR
Discounted unit price \$761.08
Dell contract code : WN08AGW
estimated ship date: may 22,2019
Premier Discount -11,651.75
Catalog # :84/S029050

see attached quote for further product detail
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES

2 PREMIER DISCOUNT
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES
1.00- EA 11651.7500 11651.75-

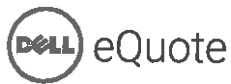
3 DELL 22 MONITOR P2219H
Discounted unit price \$167.19
Dell contract code:WN08AGW
estimated ship date
May 21,2019
Premier Discount -\$528.00
Catalog #:84/p2219hsap
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES
10.00 EA 219.9900 2199.90

4 PREMIER DISCOUNT
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES
1.00- EA 528.0000 528.00-

5 DELL ULTRASHARP 24 MONITOR - U2412M
Discounted unit price: \$258.39
Dell contract code: WN08AGW
estimated ship ctae
May 21,2019
premier discount -326.40
catalog #:84/u2412msap
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES
4.00 EA 339.9900 1359.96

6 PREMIER DISCOUNT
COMMODITY: OFFICE SUPPLIES, GENERAL
SUBCOMMOD: COMPUTER ACCESSORIES
1.00- EA 326.4000 326.40-

7 LATITUDE 7480
Discounted unit price: \$1,098.95
Dell contract Code: WN08AGW
1.00 EA 2041.5200 2041.52



Savings \$13,518.92
Subtotal (41) \$23,031.20

Estimated Shipping \$0.00
Total \$23,031.20

Details

PD-2019 PC Replacement -
Desktops
Quote number #1021730263873
Created May 20, 2019
Expires July 19, 2019
Created by RichardsC@bbfl.us
Authorized buyer Craig Richards

Billing

Order contact
Craig Richards, City of Boynton
Beach Police
Dell Contract Code: WN08AGW
Customer agreement
number: 43211500-WSCA-15-ACS
Phone number: (561) 742-6171
Additional:
RichardsC@bbfl.us
Billing Information
PAYABLE ACCOUNTS, CITY OF
BOYNTON BEACH, FINANCE
DEPT
P O BOX 310, BOYNTON BEACH,
FL, 33425-0310
Customer number: 861622
Phone number: (561) 742-6070
Additional: (561) 742-6092
BRANDENBURGB@BBFL.US
Tax exemption
I am tax exempt


Shipping

Shipping information
Craig Richards, City of Boynton
Beach, Police
2045 High Ridge Rd, Boynton
Beach, FL, 33426-8713
Phone number: (561) 742-6171
Additional:
richardsc@bbfl.us
Delivery method
FREE Standard Delivery
Trade compliance
No, I will not be exporting

Payment method

Description

PD-2019 PC Replacement (May) - Desktops, monitors, one laptop



OptiPlex 5060 Small Form Factor

Discounted unit price: \$761.08
 Dell Contract Code: WN08AGW
 Estimated Ship Date
 May 22, 2019

Premier discount

Catalog Number: 84 / s029o5060sffusr

Category	Description	Code	SKU	ID
OptiPlex 5060 SFF	OptiPlex 5060 Small Form Factor BTX	G5CFOBH	[210-AQJY]	1
Processor	Intel Core™ i5-8500 (6 Cores/9MB/67W/ up to 4.1GHz/65W); supports Windows 10/Linux	GGDQJ90	[338-BNZU]	146
Operating System	Windows 10 Pro 64bit English, French, Spanish	GF48XA1	[619-AHKN]	11
Microsoft Office	Microsoft Office 30 Day Trial	GC7OFJV	[658-BCSB]	1002
Memory	8GB 2X4GB DDR4 2666MHz UDIMM Non-ECC	G29S3EC	[370-AEBL]	3

Category	Description	Code	SKU	ID
Additional Hard Drive	No Additional Hard Drive	G780XKR	[401-AANH]	637
Video Card	Intel® Integrated Graphics	GZQDA24	[490-BBFG]	6
Hard Drive	M.2 256GB SATA Class 20 Solid State Drive	GCYLRW3	[340-ABIG] [400-AWFS] [773-BBBC]	8
CD ROM/DVD ROM	8x DVD+/-RW 9.5mm Optical Disk Drive	GTRXE5A	[325-BCXP] [429-ABFH]	16
Additional Storage Devices - Media Reader	No Media Card Reader Selected	GW2K1D6	[379-BBHM]	10
Wireless	No Wireless LAN Card	GE7Y41P	[555-BBFO]	19
Driver	No Wireless Driver	GQMKF4C	[340-AFMQ]	7
PCI Card	No Parallel or Serial Port	GVEYOQ7	[492-BBFF]	698
Chassis Options	OptiPlex 5060 Small Form Factor with 200W up to 85% efficient Power Supply (80Plus Bronze)	GTVA1KG	[329-BDRI]	116
Keyboard	Dell Multimedia Keyboard – KB216, English	GZDPBC1	[580-ADJC]	4
Mouse	Dell MS116 Wired Mouse	GWJIAF2	[275-BBBW]	12
Back Covers	No Cable Cover	GDT2C7Z	[325-BCZQ]	376
Cables and Dongles	No Additional Cable	GIX0L8M	[379-BBCY]	592
External Speakers	No External Speaker	GTNM7E2	[817-BBBC]	200095
Stands and Mounts	No Integrated Stand option	GJO5ZSE	[575-BBBI]	558
Non-Microsoft Application Software	Windows 10 Non-Embedded	G2U1Y57	[525-BBCL] [640-BBLW] [658-BBMR] [658-BBRB] [658-BCUV] [658-BDVO]	1003
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	[620-AALW]	200013
E-Star	Energy Star	G6J34SM	[387-BBLW]	122
FGA Module	5060SFF_1H19_029/US/BTS	FG0014	[998-CYYY]	572
Chassis Intrusion Switch	Chassis Intrusion Switch	GA6RJ41	[461-AAEE]	289
Hard Drive Cables and Brackets	M.2 Caddy	GGPQ1ML	[575-BBKX]	705
Protect Your New PC	No Security Software	NOSS	[650-AAAM]	1014
Optical Software	Cyberlink Media Suite Essentials for Windows 10 and DVD drive (without Media)	GWNM30Y	[658-BBTV]	597
TPM Security	Trusted Platform Module (Discrete TPM Enabled)	GJMDKT6	[329-BBJL]	297
Power Cord	System Power Cord (US)	GA5894N	[450-AAOJ]	20
Hard Drive Software	NO INTEL RESPONSIVE	GH8DSLC	[551-BBBJ]	707
Processor Branding	Intel® Core™ i5 Processor Label	GS8CVPI	[389-CGBB]	749

Category	Description	Code	SKU	ID
UPC Label	Print on Demand Label	GLBM3TR	[389-BDQH]	292
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	[340-AGIK]	21
CompuTrace Offerings + Stoptrack Label	No Computrace	G01F2XY	[461-AABF]	697
Canada Ship Options	US No Canada Ship Charge	G3IA0L8	[332-1286]	111
Placemat	Documentation, English, French, Dell OptiPlex 5060	GMWCS0R	[340-CDZF]	60
External Optical Device	No External ODD	GVTOW4N	[429-ABGY]	317
Label	SFF EPA Regulatory LBL for Mexico	GBQ5GFA	[389-CXHV]	676
Packaging	Ship Material for Optiplex SFF	GOK7N04	[340-CDWZ] [389-BBUU]	465
Systems Management	Intel® Standard Manageability	GWY6CAJ	[631-ABRK]	49
Additional Video Ports	No Additional Video Ports	GWFXAL0	[492-BCKH]	495
Transportation from ODM to region	BTS/BTP Shipment	GIXVG8K	[800-BBIP]	200080
Hardware Support Services	3 Years Hardware Service with Onsite/In-Home Service After Remote Diagnoses	G5MQCWV	[804-9043] [804-9044]	29

Item total: \$19,027.00



Dell 22 Monitor - P2219H

10

\$219.99

\$2,199.90

Discounted unit price: \$167.19
Dell Contract Code: WN08AGW
Estimated Ship Date
May 21, 2019

Premier discount
Catalog Number: 84 / p2219hsap

-\$528.00

Category	Description	Code	SKU	ID
Dell 22 Monitor - P2219H	Dell 22 Monitor - P2219H	GGQSDJ8	[210-AQBK]	1
Hardware Support Services	3 Years Advanced Exchange Service	G0N1BI5	[814-9381] [814-9382]	29

Item total: \$1,671.90



Dell UltraSharp 24 Monitor - U2412M

4

\$339.99

\$1,359.96

Discounted unit price: \$258.39
Dell Contract Code: WN08AGW
Estimated Ship Date
May 21, 2019

Premier discount
Catalog Number: 84 / u2412msap

-\$326.40

Category	Description	Code	SKU	ID
----------	-------------	------	-----	----

Category	Description	Code	SKU	ID
Dell UltraSharp 24 Monitor - U2412M	Dell UltraSharp 24 Monitor - U2412M	U2412MB	[210-AGSS]	1
Hardware Support Services	3 Years Advanced Exchange Service	AE3Y	[814-5380] [814-5381]	29

Item total: \$1,033.56

Latitude 7480

1

\$2,041.52

\$2,041.52

Discounted unit price: \$1,098.95
Dell Contract Code: WN08AGW
Estimated Ship Date
Ships in 5 - 7 business days



Premier discount

-\$942.57

Catalog Number: 84 / cto10i748014usrskl

Category	Description	Code	SKU	ID
Dell Latitude 7480	Dell Latitude 7480, CTO	7480C	[210-AKFH]	1
Processor	Intel® Core™ i7-6650U Processor (Dual Core, 4M Cache, 2.2GHz, 15W, vPro)	G4B8VUJ	[379-BDHF]	146
Operating System	Windows 10 Pro 64bit English, French, Spanish	10P64M	[619-AHKN]	11
Microsoft Office	Microsoft Office 30 Day Trial	16MUI	[658-BCSB]	1002
Dell Endpoint Security	No Dell Data Protection Endpoint Security Suite Software	NODDP	[634-BENZ]	593
Processor Information	Intel® HD Graphics 540 with Thunderbolt™ 3 with i7-6650U vPro	GUF1P6Z	[338-BQNG]	149
Systems Management	Intel vPro™ Technology's Advanced Management Features	VPRO	[631-ABGB]	49
Memory	8GB (1x8GB) 2133MHz DDR4 Memory	8GB1D	[370-ADIB]	3
Hard Drive	M.2 128GB SATA Class 20 Solid State Drive	128SSD	[400-AOQO]	8
LCD	14" FHD (1920 x 1080) Anti-Glare, Camera & Mic, WLAN/WWAN Capable, Non-touch	FDCAMW	[391-BDBI]	760
Internal Keyboard	Internal English Keyboard, Backlit	ENGB	[583-BCUS]	4
Mouse	No Mouse Selected	NOMSE	[570-AADK]	12
Driver	Intel® Dual-Band Wireless-AC 8265 Wi-Fi + BT 4.2 Wireless Driver (2x2)	8265	[555-BDFW]	7
Wireless	Intel® Dual-Band Wireless-AC 8265 Wi-Fi + BT 4.2 Wireless Card (2x2)	8265AC	[555-BDGD]	19
Mobile Broadband	No Mobile Broadband Card	NOWW	[362-BBBB]	114
Primary Battery	60 Whr Express Charge Capable (4-cell)	4C60W	[451-BBYE]	112
AC Adapter	65W AC Adapter, 3-pin	65W	[492-BBXF]	1015

Category	Description	Code	SKU	ID
PalmRest	Dual Pointing, 82 key with No Smartcard or Fingerprint Reader with Thunderbolt™ 3	NOTE	[346-BCDR]	55
FGA Module	No FGA	NOFGA	[817-BBBB]	572
Cable	Power Cord, US	US25A	[537-BBBD]	20
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French)	EFD0C	[340-AGIK]	21
Diagnostic CD / Diskette	No Resource DVD	NRDVD	[430-XXYG]	50
Carrying Cases	No Carrying Case	NONE	[460-BBEX]	118
Placemat	Quick Reference Guide, English/French	W10EF	[340-BKIB]	60
Docking Solutions	No Docking Station	NONE	[452-BBSE]	271
E-Star	No Estar	NOESTAR	[387-BBCE]	122
TAA	No TAA	NOTAA	[340-ACQQ]	97
Canada Ship Options	US No Canada Ship Charge	USNONE	[332-1286]	111
UPC Label	No UPC Label	NOLBL	[389-BCGW]	292
Labels	No Intel® Ultrabook Logo	NOLBL	[389-BDBY]	750
Processor Branding	Intel® Core™ i7 vPRO Label	VCI7SKY	[389-BHHF]	749
Packaging	MIX SHIP Config (DAO)	SHPMX	[340-AAPP] [340-BKHT]	465
Non-Microsoft Application Software	Software for Windows 10	WIN10A	[340-ADFZ] [409-BCUK] [525-BBCL] [640-BBLW] [658-BBMR] [658-BBRB] [658-BCUV]	1003
Intel Responsiveness Technologies	Intel Rapid Storage Technology	IRST	[409-BCUJ]	707
Label	Regulatory Label Included	REG	[389-BEYY]	676
Transportation from ODM to region	Standard Shipment	STND	[800-BBGU]	200080
Operating System Recovery Options	No Media	NOMEDIA	[620-AAOH]	200013
Configuration Details	Flex 10	GV3ABPR	[379-BDLK]	200237
Hardware Support Services	3 Years Hardware Warranty with Onsite/In-Home Service after Remote Diagnosis	G8GXEWA	[824-5431] [824-5432]	29

Item total: \$1,098.95



Dell Business Dock - WD15 with
180W adapter with DiB mDP to DP
cable 2.7ft (0.8m)

Discounted unit price: \$199.79
Dell Contract Code: WN08AGW
Manufacturer Part#: RD43V
Dell Part#: 452-BDDU

1

\$269.99

\$269.99

Estimated Ship Date
June 5, 2019

Premier discount

- \$70.20
Item total: \$199.79

Savings: \$13,518.92
Subtotal (41): \$23,031.20

Savings \$13,518.92
Subtotal (41) \$23,031.20

Estimated Shipping \$0.00
Total
\$23,031.20

Ultrabook, Celeron, Celeron Inside, Core Inside, Intel, Intel Logo, Intel Atom, Intel Atom Inside, Intel Core, Intel Inside, Intel Inside Logo, Intel vPro, Itanium, Itanium Inside, Pentium, Pentium Inside, vPro Inside, Xeon, Xeon Phi, Xeon Inside, and Intel Optane are trademarks of Intel Corporation or its subsidiaries in the U.S. and/or other countries.

Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit. Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon.-Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. ** Orders with Custom Factory Integration might require additional processing time.

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^{**}Payment solutions provided and serviced by Dell Financial Services L.L.C. or its affiliate or designee ("DFS") for qualified customers. Offers may not be available or may vary in certain countries. Where available, offers may be changed without notice and are subject to product availability, credit approval, execution of documentation provided by and acceptable to DFS, and may be subject to minimum transaction size. Offers not available for personal, family or household use. Dell and the Dell logo are trademarks of Dell Inc. Restrictions and additional requirements may apply to transactions with governmental or public entities.

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Department of Management Services

[Florida Department of Management Services](#) > [Business Operations](#) > [State Purchasing](#) > [State Contracts and Agreements](#) > [Alternate Contract Source](#) > Computer Equipment, Peripherals, and Services

<< [Return](#)

Computer Equipment, Peripherals, and Services43211500-WSCA-15-ACS

	Contract Details
Effective Period	09/30/2015 through 03/31/2020
Contract Type	Alternate Contract Source
Contract Information	<ul style="list-style-type: none"> Contractors Pricing Product Categories How to Use This Contract Employee Discounts
Contract Documents	Master Agreements Participating Addenda Amendments and Memorandums
Contract Administration	<ul style="list-style-type: none"> Christopher McMullen (850) 922-9867 christopher.mcmullen@dms.myflorida.com
Commodity Codes	UNSPSC-43211500, UNSPSC-43211600, UNSPSC-43211900
Description	

This alternate contract source (ACS) authorizes the use of the National Association of State Procurement Officials' ValuePoint Program (NASPO ValuePoint) Computer Equipment, Peripherals and Services contract, which was competitively solicited and awarded by the State of Minnesota.

Benefits

- This contract is available only for products not on state term contracts.
- WSCA participating addendums are entered on behalf of governmental entities in Florida for Ace, Apple, Clara, Cisco, CTL, Dell, EMC, Firefly, Fujitsu, Hitachi, Howard, HP, IBM, Lenovo, Microsoft, Microtech, NetApp, Nimble, Panasonic, Pure Storage, Samsung, Transource, and Xlotech.

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Management Services - State of Florida

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Department of Management Services

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Computer Equipment, Peripherals, and Services43211500-WSCA-15-ACS

Contractors

Contractor List					
Name	CBE Code	Florida Climate Friendly Preferred Products	Recycled Products	Utilizes Authorized Resellers	Coverage Area
Ace Tech Partners	A - Non-Minority	No	No	Yes	Statewide
Apple	A - Non-Minority	No	No	No	Statewide
Ciara	A - Non-Minority	No	No	No	Statewide
Cisco	A - Non-Minority	No	No	Yes	Statewide
CTL	A - Non-Minority	No	No	No	Statewide
Dell	A - Non-Minority	No	No	Yes	Statewide
EMC Corp.	A - Non-Minority	No	No	Yes	Statewide
Firefly	A - Non-Minority	No	No	No	Statewide
Fujitsu	A - Non-Minority	No	No	Yes	Statewide
Hitachi	A - Non-Minority	No	No	No	Statewide
Howard	A - Non-Minority	No	No	No	Statewide
HP Enterprise (Back Office Products)	A - Non-Minority	No	No	Yes	Statewide
HP, Inc. (Front Office Products)	A - Non-Minority	No	No	Yes	Statewide
IBM	A - Non-Minority	No	No	Yes	Statewide
Lenovo	A - Non-Minority	No	No	Yes	Statewide
Lenovo Global Technology (United States), Inc.	A - Non-Minority	No	No	Yes	Statewide
Microsoft		No	No	Yes	Statewide

Name	CBE Code	Florida Climate Friendly Preferred Products	Recycled Products	Utilizes Authorized Resellers	Coverage Area
	A - Non-Minority				
<u>Microtech</u>	A - Non-Minority	No	No	Yes	Statewide
<u>NetApp</u>	A - Non-Minority	No	No	No	Statewide
<u>Panasonic</u>	A - Non-Minority	No	No	Yes	Statewide
<u>Pure Storage</u>	A - Non-Minority	No	No	No	Statewide
<u>Samsung</u>	A - Non-Minority	No	No	No	Statewide
<u>Transource</u>	A - Non-Minority	No	No	No	Statewide
<u>Xiotech</u>	A - Non-Minority	No	No	No	Statewide

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Management Services - State of Florida

Krasnoff, Leah

From: Zeller, Matthew
Sent: Thursday, May 30, 2019 8:47 AM
To: Krasnoff, Leah
Cc: Stafford, Zeneta
Subject: Re: Dell req #73894

2112 please

Sent from my iPhone

On May 30, 2019, at 8:24 AM, Krasnoff, Leah <KrasnoffL@bbfl.us> wrote:

I need clarification as to what account number needs to be used. The over \$10,000 form says 001-2111-521-64-20 and the requisition (all but one line) has 001-2112-521-64-20.
2111 or 2112?



Leah Krasnoff
Accounting Technician
Financial Services
Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425
Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426
— 561-742-6308
— KrasnoffL@bbfl.us | boynton-beach.org/

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From: Stafford, Zeneta <StaffordZ@bbfl.us>
Sent: Tuesday, May 28, 2019 1:04 PM
To: Krasnoff, Leah <KrasnoffL@bbfl.us>; Zeller, Matthew <ZellerM@bbfl.us>
Subject: RE: Dell req #73894

Leah,

Over \$10,000 form is attached.

Thanks,
Zeneta

From: Krasnoff, Leah <KrasnoffL@bbfl.us>
Sent: Tuesday, May 28, 2019 8:23 AM

To: Zeller, Matthew <ZellerM@bbfl.us>; Stafford, Zeneta <StaffordZ@bbfl.us>

Subject: Dell req #73894

Importance: High

Good Morning,

I noticed that the wrong vendor was chosen for this requisition. Dell Software was put in, but it should be Dell Marketing (V#7736). I will update it in the system. I am missing the over \$10,000 form in order to process this request.

Thank you,



Leah Krasnoff

Accounting Technician

Financial Services

Mailing Address: P.O. Box 310 | Boynton Beach, Florida 33425

Physical Address: 3301 Quantum Blvd., Suite 101 | Boynton Beach, Florida 33426

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