

**ITEMS REQUIRING BOCC APPROVAL**  
**7 Items**

**1. CHANGE ORDER #1, CUSTODIAL SERVICES - HEALTH DEPARTMENT**  
**FUNDING - HEALTH DEPARTMENT**

RFB # 10-0243

	<b>21st Century Cleaning Services</b>
Custodial Services, 434 N Oliver & 1530 S Oliver	<b>\$2,340.00 yearly</b>

The original bid award was for \$8,280.00 year. Cumulative total for change order is \$2,340.00 and represents a 28.2% increase to original contract.

On the recommendation of Dallas Shaffer, on behalf of the Sedgwick County Health Department, Jennifer Dombaugh moved to **accept the change order in the amount of \$2,340.00 per year.** Linda Kizzire seconded the motion. The motion passed unanimously.

Note: This change order will increase the square footage from 16,400 to 17,668 sq. ft. The increase is for the N. Oliver location. There is approximately 1-1/2 years left on the contract.

**2. CHANGE ORDER #2 - HEALTHY BABIES REMODEL -- FACILITIES DEPARTMENT  
FUNDING - HEALTH DEPARTMENT**

RFP 11-0202

	<b>Bauer &amp; Sons Construction</b>
Total Deduction	<b>(\$1,254.00)</b>

Purchase order 4500037879 was issued on October 20, 2011 in the amount of \$35,995.00. Cumulative total for change orders is \$3,777.00 and represents a 10.49% increase to original contract.

On the recommendation of Angee Sisco, on behalf of the Facilities Department, David Spears moved to **accept the change order with Bauer & Sons Construction for a deduction of \$1,254.00.** Jennifer Dombaugh seconded the motion. The motion passed unanimously.

This contract was established for the purpose of remodeling the Healthy Babies Facility located at 434 N. Oliver, Wichita. This change order is a credit that allows the installation of an alternative interior door lock system (13 door handles) that is more cost effective than the unit originally built into the specifications but continues to meet desired outcome.

Change order is following formal process due to the cumulative total remaining above 10%.

Previous Change Order: Modifications to door, doorframe, hardware, and vision panel glass to meet fire requirements subsequent to final code review. Total cost \$5,031.00.

**3. ON CALL MAINTENANCE CATALOG -- FACILITIES DEPARTMENT**

**FUNDING -- VARIOUS COUNTY DEPARTMENTS**

(Request sent to 13 vendors)

RFB #11-0222 - Requisition N/A

	<b>Fastenal Company</b>	<b>Ferguson Enterprises</b>	GT Midwest	Xpedx
Discount off catalog/list	<b>55% off fasteners 23% off all other</b>	<b>0%</b>	0%	0%

On the recommendation of Angee Sisco, on behalf of the Facilities Department, Jennifer Dombaugh moved to **accept the proposals from Fastenal Company and Ferguson Enterprises and establish a contract for the terms as indicated above for a period of one (1) year with two (2) one-year options to renew.** Tim Kaufman seconded the motion. The motion passed unanimously.

Under this contract, both Facilities Maintenance and all other County employees will be encouraged to purchase maintenance supplies, equipment, and replacement parts from a single contract, thus decreasing administrative burden, ensuring competitive pricing, and creating economies of scale. Historical purchases included motors, lighting, hand tools, shelving, safety, and raw materials.

Greg Tuxhorn, Facilities and Angee Sisco, Purchasing reviewed all proposals submitted and unanimously agreed to recommend Fastenal and Ferguson for contract award. Jointly, the two vendors have hundreds of thousands of varying items, and provide competitive brands, prices and materials. Both vendors provide supply catalogs, have warehouses in Kansas, and do not have minimum orders. Staff will have choice in which brands or materials they choose and can competitively price among two vendors if a single item is available through both.

This item is not currently on contract; annual spend is unknown.

**4. FIRE ALARM TESTING & INSPECTION -- FACILITIES DEPARTMENT****FUNDING -- FACILITIES DEPARTMENT**

(Request sent to 11 vendors)

RFB #11-0215 Req N/A

	<b>Absolute Protection, Inc.</b>	ADT Security Services, Inc.	Sandifer Engineering & Controls	Simplex Grinnell, LLP.	Siemens Industry, Inc.
Adult Detention	<b>\$10,505.00</b>	\$20,700.40	\$18,350.00	\$19,080.00	no bid
Ark Valley	<b>\$99.00</b>	\$153.45	\$118.00	\$87.00	
EMS Administration	<b>\$481.00</b>	\$383.62	\$215.00	\$265.00	
Extension	<b>\$822.00</b>	\$736.56	\$420.00	\$400.00	
Historic Court	<b>\$1,264.00</b>	\$1,672.60	\$615.00	\$918.00	
Judge Riddel's	<b>\$1,044.00</b>	\$1,795.36	\$945.00	\$610.00	
Juvenile Court	<b>\$1,902.00</b>	\$2,961.58	\$1,149.00	\$1,257.00	
Juvenile Detention	<b>\$3,787.00</b>	\$4,511.43	\$1,368.00	\$2,115.00	
Juvenile Residential	<b>\$550.00</b>	\$951.39	\$400.00	\$375.00	
Main Court	<b>\$3,042.00</b>	\$4,787.64	\$1,804.00	\$2,430.00	
Munger	<b>\$396.00</b>	\$613.80	\$720.00	\$351.00	
Parking Garage	<b>\$145.00</b>	\$214.83	\$108.00	\$87.00	
Regional Forensic	<b>\$935.00</b>	\$874.66	\$438.00	\$537.00	
Work Release	<b>\$517.00</b>	\$797.94	\$288.00	\$359.00	
<b>Total Annual Cost</b>	<b>\$25,489.00</b>	\$41,155.26	\$26,938.00	\$28,871.00	

On the recommendation of Angee Sisco, on behalf of the Facilities Department, Jennifer Dombaugh moved to **accept the low bid from Absolute Protection, Inc. and establish contract pricing until January 1, 2014 with two (2) one-year options to renew.\*** David Spears seconded the motion. The motion passed unanimously.

Services provided through this contract will include annual fire alarm and suppression system inspection and testing ,to meet City of Wichita regulations. This process will ensure appropriate functioning of fire alarm and suppression systems, to help maximize safety of constituents as well as employees in the above mentioned County facilities.

Greg Tuxhorn, Facilities and Angee Sisco, Purchasing reviewed each bid submitted and unanimously agreed to recommend the low bidder. An interview was conducted to discuss the complexity of this contract due to the number of facilities as well as the security requirements of working within a detention environment. In addition, references were contacted, and positive results were received.

\* All facilities are currently on separate contracts and will be added to this contract as existing agreements expire. The final agreement expires January 1, 2013. At that time, all facilities will be on the contract for a period of one year prior to the initial expiration on January 1, 2014. Until that time, we will pay for individual facilities as needed. This will provide efficiency for the newly consolidated Facilities Maintenance Department.

**5. ON-CALL MAILING SERVICES -- VARIOUS COUNTY DEPARTMENTS****FUNDING -- VARIOUS COUNTY DEPARTMENTS**

(Request sent to 21 vendors)

RFB #11-0229 Req N/A

	Postal Presort			
	Options A/B	Options C/D	Options E/F	Options G/H
<b>1. Mailing Services With Return Envelopes</b>				
<i>1 page</i>	<b>\$0.052</b>	<b>\$0.072</b>	<b>\$0.082</b>	<b>\$0.102</b>
<i>2 pages</i>	<b>\$0.058</b>	<b>\$0.078</b>	<b>\$0.088</b>	<b>\$0.108</b>
<i>3 pages</i>	<b>\$0.064</b>	<b>\$0.084</b>	<b>\$0.094</b>	<b>\$0.114</b>
<i>4 pages</i>	<b>\$0.070</b>	<b>\$0.090</b>	<b>\$0.100</b>	<b>\$0.120</b>
<i>5 pages</i>	<b>\$0.076</b>	<b>\$0.096</b>	<b>\$0.106</b>	<b>\$0.126</b>
<i>6 pages</i>	<b>\$0.082</b>	<b>\$0.102</b>	<b>\$0.112</b>	<b>\$0.132</b>
<b>2. Mailing Services Without Return Envelopes</b>				
<i>1 page</i>	<b>\$0.050</b>	<b>\$0.070</b>	<b>\$0.080</b>	<b>\$0.100</b>
<i>2 pages</i>	<b>\$0.056</b>	<b>\$0.076</b>	<b>\$0.086</b>	<b>\$0.106</b>
<i>3 pages</i>	<b>\$0.062</b>	<b>\$0.082</b>	<b>\$0.092</b>	<b>\$0.112</b>
<i>4 pages</i>	<b>\$0.068</b>	<b>\$0.088</b>	<b>\$0.098</b>	<b>\$0.118</b>
<i>5 pages</i>	<b>\$0.074</b>	<b>\$0.094</b>	<b>\$0.104</b>	<b>\$0.124</b>
<i>6 pages</i>	<b>\$0.080</b>	<b>\$0.100</b>	<b>\$0.110</b>	<b>\$0.130</b>
<b>3. With 1/3 Page Inserts and Return Envelope</b>				
<i>1 page</i>	<b>\$0.053</b>	<b>\$0.074</b>	<b>\$0.083</b>	<b>\$0.104</b>
<i>2 pages</i>	<b>\$0.059</b>	<b>\$0.080</b>	<b>\$0.089</b>	<b>\$0.110</b>
<i>3 pages</i>	<b>\$0.065</b>	<b>\$0.086</b>	<b>\$0.095</b>	<b>\$0.116</b>
<i>4 pages</i>	<b>\$0.071</b>	<b>\$0.092</b>	<b>\$0.101</b>	<b>\$0.122</b>
<i>5 pages</i>	<b>\$0.077</b>	<b>\$0.098</b>	<b>\$0.107</b>	<b>\$0.128</b>
<i>6 pages</i>	<b>\$0.083</b>	<b>\$0.104</b>	<b>\$0.113</b>	<b>\$0.134</b>
<b>4. With 1/3 Page Inserts Without Return Envelope</b>				
<i>1 page</i>	<b>\$0.052</b>	<b>\$0.072</b>	<b>\$0.082</b>	<b>\$0.102</b>
<i>2 pages</i>	<b>\$0.058</b>	<b>\$0.078</b>	<b>\$0.088</b>	<b>\$0.108</b>
<i>3 pages</i>	<b>\$0.064</b>	<b>\$0.084</b>	<b>\$0.094</b>	<b>\$0.114</b>
<i>4 pages</i>	<b>\$0.070</b>	<b>\$0.090</b>	<b>\$0.100</b>	<b>\$0.120</b>
<i>5 pages</i>	<b>\$0.076</b>	<b>\$0.096</b>	<b>\$0.106</b>	<b>\$0.126</b>
<i>6 pages</i>	<b>\$0.082</b>	<b>\$0.102</b>	<b>\$0.112</b>	<b>\$0.132</b>
<b>5. Unit Pricing for Additional Work</b>				

Each additional sheet above six	<b>\$0.010 each</b>	
NCOA Cost (each quarter)	<b>\$0.00 prior to each mailing</b>	

On the recommendation of Angee Sisco, on behalf of various county departments, Sara Jantz moved to **accept the bid from Postal Presort, Inc. and establish contract pricing at the rates as indicated above for a period of one (1) year with two (2) one-year options to renew.** Jennifer Dombaugh seconded the motion. The motion passed unanimously.

This contract will provide all requesting departments with mailing services, including the annual tax and value notice statements. Vendor will be responsible for presorting, stuffing, bar-coding, and mailing statements as needed. A review committee comprised of Jean Quinn, Linda Kizzire, and Jo Hillman Treasurer's Office - Mark Clark, Appraiser's Office - Jeremy Biltz and Lori Westphal, Print Shop and Angee Sisco, Purchasing reviewed the bid received and unanimously agreed to recommend Postal Presort for contract award. Postal Presort has worked with various departments over the past several years and continues to provide efficient and effective service.

Contract includes the following options:

Option A applies if the vendor can manipulate statements electronically prior to mailing, and we provide statements printed on 20 lb paper.

Option B applies if the vendor can manipulate statements electronically prior to mailing, and the vendor will provide 24 lb paper prior to printing.

Option C applies if the vendor cannot manipulate statements electronically prior to mailing, and we provide statements printed on 20 lb paper.

Option D applies if the vendor cannot manipulate statements electronically prior to mailing, and the vendor will provide 24 lb paper prior to printing.

Options E-H are identical to options A-D but apply to projects with less than 5,000 copies.

Vendor provided a discounted price if given the opportunity to electronically add bar-coding and sorting markers on statements prior to printing because this saves time during the sorting process. In addition, vendor provides identical price for County paid vs. vendor paid paper because heavier paper flows through sorting equipment with ease and does not get caught, as lighter paper will sometimes do.

In 2011, Sedgwick County spent approximately \$13,000 for services on this contract. The recommended contract averages to be an increase of 75%. Increased cost and lack of competition are a result of altered requirements that allow vendor less flexibility in completion of work, however increases service standard and timeliness to meet state statute guided mailing deadlines on larger mailings. This increase can be minimized to approximately 60% if vendor is allowed to provide paper, thus saving the county \$0.006 per sheet. This option will be considered but cannot be guaranteed as some mailings require certain perforated or other forms.

Notes - Sedgwick County will pay actual postage with options A-D estimated at \$0.358 per envelope and options E-H estimated at \$0.424 per envelope.

Question – Why was only one bid received of the 21 vendors solicited? Sedgwick County has various mailings, some of which are very large. In addition, the larger mailings must meet statute required mailing deadlines. There is only one vendor in Wichita that has a certain type of machine required to barcode and mail at the best rate. There are out of town vendors, however timing for pickup and delivery remains a concern.

**6. CUSTODIAL SERVICES FOR FORENSIC SCIENCE CENTER -- FORENSIC SCIENCE CENTER****FUNDING -- FACILITIES DEPARTMENT**

(Request sent to 91 vendors)

RFP #11-0240

Custodial Services: Forensic Science Center	SBM Corporate Headquarters	<b>HHM Facility Management</b>	AAA Commercial Janitorial	Air Capital Building Maintenance Company
1. Monthly cleaning rate	\$2,770.39	<b>\$2,175.00</b>	\$2,486.00	\$3,175.00
2. Emergency Hourly Cleaning rate	NA	<b>\$13.95</b>	\$18.00	\$21.50
Custodial Services: Forensic Science Center	21st Century Cleaning Service	Able Janitorial, Inc.	Service Master Clean	EH Technical Solutions, Inc.
1. Monthly cleaning rate	\$4,129.67	\$3,349.50	\$2,375.00	\$2,103.00
2. Emergency Hourly Cleaning rate	\$40.00	\$12.00	\$16.00	\$20.00
Custodial Services: Forensic Science Center	MJ Cleaning	Executive Management Services, Inc.	MIT Cleaning & Restoration, LLC	Pritchard Sports & Entertainment Group
1. Monthly cleaning rate	no bid	no bid	no bid	no bid
Custodial Services: Forensic Science Center	LITCO	GMI Group	Givens Cleaning	
2. Monthly cleaning rate	no bid	no bid	no bid	

On the recommendation of Brandy McCune, on behalf of the Facilities Department, Jennifer Dombaugh moved to **accept the proposal from HHM Facility Management for a monthly rate of \$2,175.00 and an emergency rate of \$13.95 per hour, and establish contract pricing through November 30, 2012.** David Spears seconded the motion. The motion passed unanimously.

A review committee comprised for Marty Sigwing, David Portly,- Facilities, Shari Beck- Forensic Science Center, and Brandy McCune- Purchasing reviewed all proposals and short listed HHM Facility Management and Service Master Clean. Proposals were evaluated based on experience, qualifications, and cost. References were contacted. The committee unanimously agreed that HHM Facility Management would best fit needs of the County.

The Forensic Science Center is approximately 29,800 square feet. Services will be provided daily. Emergency on-call services are a rare occurrence.

EH Technical Solutions had the previous contract. The Forensic Science Center has addressed many problems but continue to have them reoccur and are not satisfied with the way the building is currently being cleaned.

**7. ANNUAL MAINTENANCE and REMOTE MONITORING ON LIEBERT  
EQUIPMENT-- DIVISION OF INFORMATION AND OPERATIONS  
FUNDING-EMERGENCY COMMUNICATIONS  
EQUIPMENT/COMMUNICATIONS  
EQUIPMENT WIRELESS FEE/NETWORKING AND TELECOMMUNICATIONS  
(Maintenance Renewal)**

Req 10046578

	<b>Emerson Network Power, Liebert Services Inc.</b>
Maintenance of Uninterruptible Power Supply Equipment for Data Centers at 510 and 714 N Main	<b>\$72,267.45</b>

On behalf of the Division of Information and Operations, recommend to **accept the quote from Emerson Network Power in the amount of \$72,267.45.**

Emerson Network Power, Liebert Services Inc. is the sole source provider of the equipment in use to provide electrical backup for all County IT equipment. This hardware includes UPSs (Uninterruptible Power Supplies), AHUs (Air Handler Units), PDUs (Power Distribution Units), and all critical components in protecting Sedgwick County datacenter equipment (switches, servers, SANs, etc). Maintenance is paid each year based on equipment in use at time of the renewal.

Last year, the County spent \$66,535.72. The increase is due to an increase for all products provided by Emerson.

Mike Elpers with DIO stated that this remote system was installed about two years ago and has saved the County numerous times regarding the Public Safety datacenter and the other data centers when there have been power outages and other issues.