

RESOLUTION 2003- 148

AUTHORIZING CONTRACT NO. 2003-092 WITH SCAN TECHNOLOGY, INC., FOR THE FURNISHING OF BARCODE READERS AND PRINTERS AS SPECIFIED, AT A FIXED PRICE OF \$63,715.09 (RTA DEVELOPMENT FUND, INFORMATION SYSTEMS DEPARTMENT BUDGET).

WHEREAS, the Authority has a identified a need to purchase barcode readers and printers to assist with the implementation of the CITME project; and

WHEREAS, the bid of Scan Technology, Inc., located at 170 Keele Road, Manchester, Tennessee 37355, for the furnishing of barcode readers and printers as specified, was received on October 3, 2003, at a fixed price of sixty-three thousand, seven hundred fifteen and 09/100 dollars (\$63,715.09); and

WHEREAS, the General Manager deems the bid of Scan Technology, Inc. to be the lowest responsive bid from a responsible bidder and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the bid of Scan Technology, Inc., received on October 3, 2003 be and the same is hereby accepted as the lowest responsive bid from a responsible bidder.

Section 2. That the General Manager of the Authority be and he is hereby authorized to enter into a contract with Scan Technology, Inc., for the furnishing of barcode readers and printers, as specified.

Section 3. That said contract shall be payable from the RTA Development Fund, Information Systems Department Budget, including but not limited to Capital Grant OH-03-0186 at a fixed price of \$63,715.09, (\$50,972.07 in Federal Funds, representing 80% of the total price).

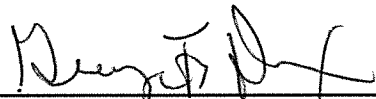
Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon compliance by the contractor to the Specifications and Addenda, thereto, if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2003-107; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

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Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects that Scan Technology, Inc. will attempt to exceed the (0%) minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: October 21, 2003



President

Attest: 

CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority
STAFF SUMMARY AND COMMENTS

E-3

TITLE/DESCRIPTION: AUTHORIZING CONTRACT NO. 2003-092 WITH SCAN TECHNOLOGY, INC., FOR THE FURNISHING OF BARCODE READERS AND PRINTERS AS SPECIFIED, AT A FIXED PRICE OF \$63,715.09 (RTA DEVELOPMENT FUND, INFORMATION SYSTEMS DEPARTMENT BUDGET).	Resolution No.: 2003-148
	Date: October 16, 2003
	Initiator: Information Systems
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for the furnishing of barcode readers and printers, as specified.
- 2.0 **DESCRIPTION/JUSTIFICATION:** Barcode readers and printers are necessary to implement the CITME project. Inventory items will have a barcode affixed to them to assist in tracking inventory and expenses. Barcode is an integral part of the workflow for the CITME environment.
- 3.0 **PROCUREMENT BACKGROUND:** Invitations for bid were sent to a total of sixteen (16) prospective bidders. Eight (8) bids were received on October 3, 2003 as shown below:

Scan Technology, Inc. – Manchester, TN	\$63,715.09
Variant MicroSystem, Inc. – Fremont, CA	\$67,749.00
BarScan, Inc. – Westlake Village, CA	\$68,757.00
Custom Fit, Inc. – Chantilly, VA	\$72,477.00
BarCode Integrators – Brunswick, OH	\$75,915.00
Smart Solutions, Inc. – Cleveland, OH	\$76,031.00
Compass Computer Group – Twinsburg, OH	\$86,541.60
SDF Computer – Greenville, NC	\$86,690.97

A price analysis was performed by the Procurement Department. The bid received from Scan Technology, Inc. in the amount of \$63,715.09 was found to be a fair and reasonable price from the lowest responsive and responsible bidder on this project.

- 4.0 **DBE/AFFIRMATIVE ACTION BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of subcontracting opportunities.
- 5.0 **POLICY IMPACT:** Does not apply.

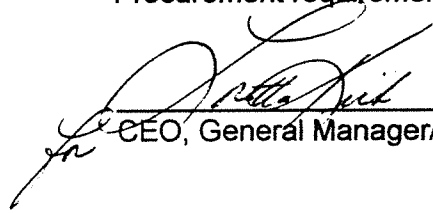
6.0 ECONOMIC IMPACT: This procurement will be funded through the RTA Development Fund, Information Systems Department Budget, including but not limited to Capital Grant OH-03-0186, Line Item 12.42.08, at a firm fixed price of \$63,715.09, (\$50,972.07 in Federal Funds, which represents 80% of the total price). The bid price is 22% below the estimate for this procurement.

7.0 ALTERNATIVES: Reject this bid. Rejection of this offer would delay the implementation of the CITME project.

8.0 RECOMMENDATION: It is recommended that the bid of Scan Technology, Inc. be accepted and the resolution passed authorizing the General Manager to enter into a contract.

9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.



CEO, General Manager/Secretary-Treasurer