



MPA ROUTING MEMO

TO: William P. Doyle, Executive Director

THRU: John Thornton, Manager of Procurement
 Wonza Spann-Nicholas, Director of Finance
 Bob Munroe, Deputy Executive Director
 Brian Miller, Deputy Executive Director

CC: Ki Choi, Manger ISD

FROM: Margie A. Koppelman, Procurement Officer

PHONE: 410-385-4833

DATE: MARCH 24, 2022



PLEASE ROUTE THIS DOCUMENT IN THE ORDER LISTED BELOW AS SOON AS POSSIBLE

Delays in approvals will delay finalization of this transaction. If the person indicated below is not available to sign this document, an authorized alternate (if any) should sign instead.

SUBJECT: R3013065-H, Replacement of End-of-Life Cameras (total of 398 cameras)

DESCRIPTION: **For your signature - Approval of recommendation for contract award using Intergovernmental Cooperative Purchasing – DOIT Hardware 2012 Contract 060B2490022.**

SPECIAL INSTRUCTIONS: Please approve the attached recommendation where indicated. The Office of Attorney General (Jason Sayers) has reviewed and approved the Procurement Officer's Determination for form and legal sufficiency on March 17, 2022.

Name/Department:	Signature/Date:
1. John Thornton Manager of Procurement	 3/24/2022
2. Wonza Spann-Nicholas Director of Finance	 3/24/2022
3. Bob Munroe Deputy Executive Director	 3/24/2022
3. Brian Miller Deputy Executive Director	 3/24/2022
4. William P. Doyle Executive Director	

PLEASE RETURN TO: Margie A. Koppelman, Procurement

**PROCUREMENT OFFICER'S DETERMINATION
INTERGOVERNMENTAL COOPERATIVE PURCHASING
CONTRACT NO. R3013065-H
REPLACEMENT OF END-OF-LIFE CAMERAS**

I. EXECUTIVE SUMMARY

This Determination has been executed pursuant to COMAR 21.05.09, Intergovernmental Cooperative Purchasing, to procure replacement cameras under an intergovernmental cooperative purchasing agreement of the Department of Information Technology (DOIT), Hardware 2012 Master Contract No. 060B2490022, from Advanced Computer Concepts for a price of \$291,985.03.

II. PROPOSALS RECEIVED

<u>Offeror</u>	<u>Price</u>
Advanced Computer Concepts	\$291,985.03 (Awardee)
Applied Technology Services	\$345,624.00
Electronic Data Solutions, Inc.	\$303,767.77
En-Net Services, LLC	\$298,490.22

III. BACKGROUND

The existing cameras currently in operation at the MDOT MPA are at their end-of-life status; therefore, ISD is in need of replacements.

The MDOT MPA solicited the five (5) certified small business Master Contractors listed on the DOIT Hardware 2012 Contract. The MDOT MPA received four (4) proposals. This Contract was designated as an SBR procurement only.

ISD has recommended Advanced Computer Concepts for award based on lowest price and the delivery date of these products. I concur with the recommendation of ISD. The Office of the Attorney General approved this determination for form and legal sufficiency on March 17, 2022.

IV. DETERMINATION

- A. DOIT Hardware 2012 Master Contract meets the requirements of an intergovernmental cooperative purchasing agreement under COMAR 21.05.09.01B(2)(a).
- B. It is in the best interest of the MDOT MPA to utilize the DOIT contract because doing so will provide cost benefits to the State; DOIT has already competitively solicited for the Hardware 2012 Master Contract; under the DOIT contract the State is paying \$105,736.97 less than the manufacturer's suggested retail price for these products, according to the prices provided by Advanced Computer Concepts. It will promote administrative efficiencies as DOIT has

already deemed Advanced Computer Concepts responsible and it is not intended as a means to evade the purposes set forth under COMAR 21.01.01.03.

- C. The award amount is within the funding available.
- D. Making an award under DOIT Hardware 2012 Master Contract No. 060B2490022 will save MDOT MPA the considerable time it will take to prepare a solicitation for public advertisement, obtain necessary approvals prior to publication, publish the solicitation, receive and evaluate proposals, and then complete an award. It will also provide MDOT MPA with contract pricing, procedures, and services identical to those provided by DOIT to other State agencies.
- E. Based on the aforementioned information and in accordance with the State Procurement Regulations, COMAR 21.05.09, it is my determination that Advanced Computer Concepts should be awarded the Replacement of End-of-Life Cameras Contract in the amount of \$291,985.03.
- F. Since this procurement constitutes a procurement of information technology supplies for which MDOT MPA has an unlimited delegation of procurement authority from the Board of Public Works (the "BPW"), approval of the award by the Maryland Port Commission and the BPW are not required.

V. APPROVAL REQUIRED

COMAR 21.05.09.05 provides: "Before awarding or participating in an intergovernmental cooperative purchasing agreement, the procurement officer shall obtain the approval of the primary procurement unit head, and any other approvals as required under this title."

I request your approval, as unit head, to procure as described in this determination, subject to completion of all other requirements of procurement law, fund certification, execution and approval of the contract (including approval by the Office of the Attorney General for form and legal sufficiency), etc.


Margie A. Koppelman
Procurement Officer

3-17-22
Date

APPROVED:


William P. Doyle, Executive Director

31 MAR 2022
Date