



September 11, 2019

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: AWARD OF RFP 2019-31, CLASSROOM & CONFERENCE ROOM TECHNOLOGY
SERVICES, COLLEGE-WIDE

On April 17, 2019, the College issued a Request for Proposal (RFP), RFP 2019-31 which sought to procure a turnkey college-wide hardware and service provider for the purchase, installation, support, repair, and servicing of all system components for classroom and conference room technology services. The average annual spend is estimated to be in excess of \$1M per year. This includes smart classrooms refresh programs, service requests, new construction, and special projects.

Seven (7) firms submitted proposals in response to the solicitation: Audio Fidelity Communications Corporation, d.b.a. Whitlock, Audiovisual Innovations Inc., ELB Global Inc., Howard Technology Solutions, IM Solutions Inc., LMG Inc., and Zio Group LLC.

A public evaluation meeting was held on June 24, 2019, to discuss and review the proposals. Six (6) committee members scored and ranked the proposals based on the following criteria: company qualifications, key personnel and management, experience, capabilities, references, operating plan, support and location of firm, completeness and responsiveness of submittal, price proposal schedule, and demonstrated capability to fulfil the College's needs and mission.

Following full discussion and deliberation, the Evaluation Committee recommends selecting the highest ranked firm Audio Fidelity Communications Corporation, d.b.a. Whitlock.

RECOMMENDATION:

The President recommends that the District Board of Trustees of Valencia College authorize the College to award RFP 2019-31 for a period of two years with three one-year options to renew to Audio Fidelity Communications Corporation, d.b.a. Whitlock for the provision of classroom and conference room technology services, college-wide.


President