



September 23, 2021

**TO:** THE DISTRICT BOARD OF TRUSTEES  
OF VALENCIA COLLEGE

**FROM:** KATHLEEN PLINSKE  
President

**RE:** AWARD OF RFP 2021-27, CLASSROOM & CONFERENCE ROOM TECHNOLOGY  
SERVICES, COLLEGE-WIDE

On June 14, 2021, the College issued a Request for Proposal (RFP), RFP 2021-27 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 \$1,000,000 per year and includes various projects such as smart classrooms refresh programs, service requests, new construction, and special projects.

Five (5) firms submitted proposals in response to the solicitation: CDWG, LMG, Inc., Radiant Technology Group, Inc., Teer Engineering, and VMD Automation, LLC.

A public evaluation meeting was held on August 10, 2021, to discuss and review the proposals. Eight (8) 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 LMG, Inc.

**RECOMMENDED ACTION:**

The President recommends that the District Board of Trustees of Valencia College authorize the College to award RFP 2021-27 for a period of two years with three one-year options to renew to LMG, Inc., for the provision of classroom and conference room technology services, college-wide.

A handwritten signature in black ink that reads "Kathleen Plinske". The signature is written in a cursive, flowing style.

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President