



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement & Contracting Services Division

Lenora Darden, CPPB
Procurement Manager
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

MEMORANDUM

To: Paul J. Nicoletti, City Manager
From: Lenora Darden, Manager
Date: March 31, 2016
Subject: Renewal of ITB #2014-286: Desktop-Server Computer Equipment Services

The first renewal year of ITB #2014-286: Desktop-Server Computer Equipment Services, is due to expire on May 2, 2016. This Agreement has a provision for renewals under the original terms, conditions and pricing for two (2) additional one (1) year terms. This would constitute the second year of two possible extensions. The contractor, The Computer Station Company of Stuart, Florida has provided excellent service to date and have agreed to the renewal under the original terms, conditions and pricing. Information Services and Procurement Division staffs recommends the renewal. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations where the funds for the project have been appropriated by the City Commission through the annual budgeting process and where the vendor was selected in accordance with the City Procurement Ordinance.

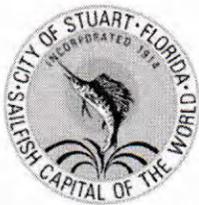
Please review the attached documentation and indicate by signature below your determination of agreement renewal. This renewal is effective for the period May 3, 2016 through May 2, 2017.

Should you have any questions or if I might be of further assistance please call me at ext. 5308 or contact me by email at ldarden@ci.stuart.fl.us.

- Renewal of 2014-286: Desktop-Server Computer Equipment Services with The Computer Station Company of Stuart, Florida.
- Recommend this ITB not be renewed and the service be re-bid immediately.


Paul Nicoletti, City Manager

Date



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement and Contracting Services Division

Lenora Darden, CPPB
Procurement Manager
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

March 23, 2016

Via Email Transmission: emax@gate.net

The Computer Station Co.
Attn: Edwin F. Maxwell, President
1680 NW Federal Hwy
Stuart, FL 34994

Subject: Renewal of ITB #2014-286, Desktop/Server Computer Equipment Services

Dear Mr. Maxwell,

This is official notification to your firm that the City of Stuart is satisfied with your firm's performance and wishes to extend your current contract for Desktop/Server Computer Equipment Services, for the period beginning May 3, 2016 and ending on May 2, 2017, which represents the 2nd of two (one year) renewal options. This extension is granted under the same terms, conditions, and pricing as the original contract. In addition, please provide a current copy of Certification of Liability, Property Damage, and Automobile Liability, as outlined in the ITB.

Please complete the bottom portion of this letter if your firm will agree to the requested renewal. Your response must be received **no later than 5:00 p.m., April 8, 2016**. You may fax your response to (772) 600-0134 or send by email to purchasing@ci.stuart.fl.us.

Thank you for your cooperation and immediate attention to this matter. Please contact me at (772) 288-5308, if you should have any questions.

Best Regards,

Lenora Darden, CPPB
Procurement Manager

cc: Kevin Edwards, Information Services Director
2014-286 File

- I hereby agree to the contract renewal as specified of the subject Agreement
- I am unable to agree to the contract renewal as specified of the subject Agreement

(Signature)

EDWIN MAXWELL
Printed Name

1/31/16
Date

PRESIDENT
Title



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement & Contracting Services Division

Lenora Darden, CPPB
Procurement Buyer
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

MEMORANDUM

To: Paul J. Nicoletti, City Manager

Through: Terry Iverson, Procurement and Contracting Services Manager 

From: Lenora Darden, Buyer

Date: March 17, 2015

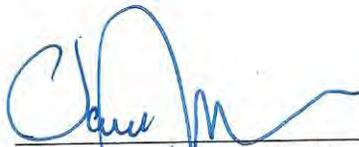
Subject: Renewal of ITB #2014-286: Desktop-Server Computer Equipment Services

The initial year of ITB #2014-286: Desktop-Server Computer Equipment Services, is due to expire on May 2, 2015. This Agreement has a provision for renewals under the original terms, conditions and pricing for two (2) additional one (1) year terms. This would constitute the first year of two possible extensions. The contractor, The Computer Station Company of Stuart, Florida has provided excellent service to date and have agreed to the renewal under the original terms, conditions and pricing. Information Services and Procurement Division staffs recommends the renewal. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations where the funds for the project have been appropriated by the City Commission through the annual budgeting process and where the vendor was selected in accordance with the City Procurement Ordinance.

Please review the attached documentation and indicate by signature below your determination of agreement renewal. This renewal is effective for the period May 3, 2015 through May 2, 2016.

Should you have any questions or if I might be of further assistance please call me at ext. 5308 or contact me by email at ldarden@ci.stuart.fl.us.

- Renewal of 2014-286: Desktop-Server Computer Equipment Services with The Computer Station Company of Stuart, Florida.
- Recommend this ITB not be renewed and the service be re-bid immediately.



Paul Nicoletti, City Manager

3-18-15
Date



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement and Contracting Services Division

Lenora Darden, CPPB
Procurement Buyer
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

March 10, 2015

Via Email Transmission: emax@gate.net

The Computer Station Co.
Attn: Edwin F. Maxwell, President
1680 NW Federal Hwy
Stuart, FL 34994

Subject: Renewal of ITB #2014-286, Desktop/Server Computer Equipment Services

Dear Mr. Maxwell,

This is official notification to your firm that the City of Stuart is satisfied with your firm's performance and wishes to extend your current contract for Desktop/Server Computer Equipment Services, for the period beginning May 3, 2015 and ending on May 2, 2016, which represents the 1st of two (one year) renewal options. This extension is granted under the same terms, conditions, and pricing as the original contract. In addition, please provide a current copy of Certification of Liability, Property Damage, and Automobile Liability, as outlined in the ITB.

Please complete the bottom portion of this letter if your firm will agree to the requested renewal. Your response must be received no later than 4:00 p.m., March 31, 2015. You may fax your response to (772) 600-0134 or send by email to ldarden@ci.stuart.fl.us.

Thank you for your cooperation and immediate attention to this matter. Please contact me at (772) 288-5308, if you should have any questions.

Best Regards,

Lenora Darden, CPPB
Procurement Buyer

cc: Kevin Edwards, Information Services Director
2014-286 File

- I hereby agree to the contract renewal as specified of the subject Agreement
- I am unable to agree to the contract renewal as specified of the subject Agreement

(Signature)

Printed Name

3/10/15

Date

Title

Handwritten Title

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Southern-Owners

Page 1

55039 (11-87)

Issued 03-03-2015

INSURANCE COMPANY

6101 ANACAPRI BLVD., LANSING, MI 48917-3999

TAILORED PROTECTION POLICY DECLARATIONS

Renewal Effective 04-27-2015

AGENCY KEARNS AGENCY OF FLORIDA INC
12-0480-00 MKT TERR 114

(772) 334-5822

POLICY NUMBER 112382-72741344-15

INSURED THE COMPUTER STATION CO

ADDRESS 1680 NW FEDERAL HWY
STUART, FL 34994-9630

Company
Bill

POLICY TERM	
12:01 a.m.	12:01 a.m.
04-27-2015	to 04-27-2016

In consideration of payment of the premium shown below, this policy is renewed. Please attach this Declarations and attachments to your policy. If you have any questions, please consult with your agent.

COMMON POLICY INFORMATION

BUSINESS DESCRIPTION: Computer I/S/R

ENTITY: Corporation

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PART(S).	PREMIUM
THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.	
COMMERCIAL GENERAL LIABILITY COVERAGE	\$657.00
TOTAL	\$657.00

PREMIUM SHOWN ABOVE FOR COMMERCIAL GENERAL LIABILITY COVERAGE IS AN ADVANCED PREMIUM DEPOSIT AND MAY BE SUBJECT TO AUDIT.

FORMS THAT APPLY TO ALL COVERAGE PART SHOWN ABOVE (EXCEPT GARAGE LIABILITY, DEALER'S BLANKET, COMMERCIAL AUTOMOBILE, IF APPLICABLE)
55156 (03-95)

A Merit Rating Plan Factor of 0.95 Applies.

Countersigned By: KEARNS AGENCY OF FLORIDA INC



AGENCY KEARNS AGENCY OF FLORIDA INC
12-0480-00 MKT TERR 114Company POLICY NUMBER 112382-72741344-15
Bill

INSURED THE COMPUTER STATION CO

Term 04-27-2015 to 04-27-2016

COMMERCIAL GENERAL LIABILITY COVERAGE**LIMITS OF INSURANCE**

General Aggregate	\$1,000,000
(Other Than Products-Completed Operations)	
Products-Completed Operations Aggregate	1,000,000
Personal Injury And Advertising Injury	500,000
Each Occurrence	500,000

Commercial General Liability Plus Endorsement

Damage to Premises Rented to You	300,000	Any One Premises
(Fire, Lightning, Explosion, Smoke or Water Damage)		
Medical Payments	10,000	Any One Person
Hired Auto & Non-Owned Auto	500,000	Each Occurrence

Expanded Coverage Details See Form:

- Extended Watercraft
- Personal Injury Extension
- Broadened Supplementary Payments
- Broadened Knowledge Of Occurrence
- Additional Products-Completed Operations Aggregate
- Blanket Additional Insured - Lessor of Leased Equipment
- Blanket Additional Insured - Managers or Lessors of Premises
- Newly Formed or Acquired Organizations Extension
- Blanket Waiver of Subrogation

Twice the "General Aggregate Limit", shown above, is provided at no additional charge for each 12 month period in accordance with form 55300.

EMPLOYMENT PRACTICES LIABILITY COVERAGE

**THIS FORM PROVIDES CLAIMS-MADE AND REPORTED COVERAGE.
PLEASE READ THE ENTIRE FORM CAREFULLY.**

THE COVERAGE OF THIS ENDORSEMENT IS LIMITED TO LIABILITY FOR ONLY THOSE CLAIMS OR SUITS THAT ARE FIRST MADE AGAINST THE INSURED DURING THE COVERAGE PERIOD AND REPORTED TO THE INSURER.

THE AGGREGATE LIMIT OF LIABILITY AVAILABLE TO PAY JUDGMENTS OR SETTLEMENTS UNDER THIS COVERAGE ENDORSEMENT SHALL BE REDUCED BY AMOUNTS INCURRED FOR LEGAL DEFENSE. AMOUNTS INCURRED FOR LEGAL DEFENSE SHALL BE APPLIED AGAINST THE DEDUCTIBLE AMOUNT.

Original Inception Date
Coverage Period04-27-2013
04-27-2015 to 04-27-2016

EPL Coverage Update	DED \$ 5,000	AGGREGATE LIMIT \$ 50,000	PREMIUM \$ 61.00
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Number of full-time Employees 2

Number of part-time Employees 0

INSURANCE COMPANY

6101 ANACAPRI BLVD., LANSING, MI 48917-3999

TAILORED PROTECTION POLICY DECLARATIONS

Renewal Effective 04-27-2015

AGENCY KEARNS AGENCY OF FLORIDA INC
12-0480-00 MKT TERR 114

(772) 334-5822

POLICY NUMBER 112382-72741344-15

INSURED THE COMPUTER STATION CO

ADDRESS 1680 NW FEDERAL HWY
STUART, FL 34994-9630

Company
Bill

POLICY TERM	
12:01 a.m.	12:01 a.m.
04-27-2015	to 04-27-2016

In consideration of payment of the premium shown below, this policy is renewed. Please attach this Declarations and attachments to your policy. If you have any questions, please consult with your agent.

COMMERCIAL GENERAL LIABILITY COVERAGE

AUDIT TYPE: Annual Audit

FORMS THAT APPLY TO THIS COVERAGE: 55337 (12-04) 59350 (01-08) CG2149 (09-99)
55189 (09-04) 55238 (06-04) 55371 (01-07) 55296 (09-09) 55300 (07-05)
IL0017 (11-85) 55157 (07-96) 55181 (12-04) 55531 (06-11) 55091 (10-08)
CG0220 (03-12) 55513 (11-11) 55202 (12-04) IL0021 (07-02) 55457 (10-07)

LOCATION OF PREMISES YOU OWN, RENT OR OCCUPY

LOC 001 BLDG 001 1680 Nw Federal Hwy
Stuart, FL 34994-9630

TERRITORY: 006 COUNTY: Martin

Classification	Subline	Premium Basis	Rates	Premium
Commercial General Liability Plus Endorsement Included At 7.5% Of The Premises Operation Premium	Prem/Op	Prem/Op Prem Inc	Inc	Inc
CODE 00501				
Stores-No Food Or Drink Noc (For-Profit)	Prem/Op Prod/Comp Op	Gross Sales 100,000 100,000	Each 1000 2.669 .143	\$267.00 \$14.00
CODE 18437				
Contractors - Subcontracted Work - In Connection With Construction, Reconstruction, Erection Or Repair - Not Buildings	Prem/Op Prod/Comp Op	Total Costs If Any If Any	Each 1000 1.376 3.081	Inc Inc
CODE 91581				
Office Machines Or Appliances - Installation, Inspection, Adjustment Or Repair	Prem/Op Prod/Comp Op	Payroll 50,100 50,100	Each 1000 4.662 .051	\$234.00 \$3.00
CODE 98111				
Additional Interests Designated Per/Organization L Martin County Board	Prem/Op Prod/Comp Op	Flat Charge Flat Charge		\$25.00 \$25.00
CODE 49950				



SOUTHERN-OWNERS INS. CO.

AGENCY KEARNS AGENCY OF FLORIDA INC
12-0480-00 MKT TERR 114

Company POLICY NUMBER 112382-72741344-15
Bill

INSURED THE COMPUTER STATION CO

Term 04-27-2015 to 04-27-2016

COMMERCIAL GENERAL LIABILITY COVERAGE

55202 Add'l Ins-Excl Prod/Cops	Prem/Op	Flat Charge	\$22.00
City Of Stuart			

TERRORISM - CERTIFIED ACTS	SEE FORM 59350		\$6.00
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LOCATION 001	PREMIUM	\$596.00
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COMMERCIAL GENERAL LIABILITY
55181 (12-04)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. SECTION II - WHO IS AN INSURED** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule but only with respect to liability for "bodily injury", "property damage", "personal injury" or "advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations; or
 2. In connection with your premises owned by or rented to you.
- B. The following is added to SECTION III - LIMITS OF INSURANCE:**
- The limits of liability for the additional insured are those specified in the written contract or agreement between the insured and the designated person or organization, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.



COMMERCIAL GENERAL LIABILITY
55202 (12-04)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED EXCLUSION - PRODUCTS-COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

SCHEDULE

Name of Person or Organization (Additional Insured):
CITY OF STUART

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. Under SECTION I - COVERAGES, COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions, the following exclusion is added:

2. Exclusions

This insurance does not apply to:

The Additional Insured for the "products-completed operations hazard".

B. Under SECTION II - WHO IS AN INSURED, the following is added:

The person or organization shown in the above Schedule is an Additional Insured, but only with respect to liability arising out of "your work" for that insured by or for you.

C. Under SECTION III - LIMITS OF INSURANCE, the following is added:

The limits of liability for the Additional Insured are those specified in the written contract or agreement between the insured and the owner, lessee or contractor, not to exceed the limits provided in this policy. These limits are inclusive of and not in addition to the limits of insurance shown in the Declarations.

D. Under SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS, 4. Other Insurance, the following is added:

This insurance is primary for the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" for that person or organization by or for you. Other insurance available to the person or organization shown in the Schedule will apply as excess insurance and not contribute as primary insurance to the insurance provided by this endorsement.

55371 (1-07)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

EXCLUSION - PROJECTS AND OPERATIONS COVERED BY A CONSOLIDATED (WRAP-UP) INSURANCE PROGRAM

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

The following exclusion is added to paragraph **SECTION 1 - COVERAGES, COVERAGE A. BODILY INJURY AND PROPERTY DAMAGE LIABILITY, 2. Exclusions:**

This insurance does not apply to:

Projects And Operations Covered By a Consolidated (Wrap-up) Insurance Program

"Bodily injury" or "property damage" arising out of your ongoing operations or completed operations including those within the "products-completed operations hazard" for which a consolidated (wrap-up) insurance program has been provided by the prime contractor/project manager or owner of the construction project in which you are involved.

This exclusion applies whether or not the consolidated (wrap-up) insurance program:

- (1) Provides coverage identical to that provided by this Coverage Part;
- (2) Has limits adequate to cover all claims; or
- (3) Remains in effect.

This exclusion shall not apply at the location described in the Schedule of this endorsement.

All other policy terms and conditions apply.

SCHEDULE

Description and Location of Projects and Operation(s):

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

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Page 1 of 1



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.
CHANGES - DEDUCTIBLE

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Coverage	Amount and Basis of Deductible	
Bodily Injury Liability	\$	per claim
	\$	per occurrence
Property Damage Liability	\$	per claim
	\$ 250	per occurrence
Bodily Injury Liability and Property Damage Liability Combined	\$	per claim
	\$	per occurrence

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

APPLICATION OF ENDORSEMENT (Enter below any limitations on the application of this endorsement. If no limitation is entered, the deductibles apply to damages for all "bodily injury" and "property damage", however caused):-

PROPERTY DAMAGE DEDUCTIBLE APPLIES TO PREMISES OPERATIONS FOR CLASS CODES 98111, 18437, AND 91581

1. Our obligation under the Bodily Injury Liability and Property Damage Liability Coverages to pay damages on your behalf applies only to the amount of damages in excess of any deductible amounts stated in the Schedule above as applicable to such coverages, and the limits of insurance applicable to "each occurrence" for such coverages will be reduced by the amount of such deductible. "Aggregate" limits for such coverages shall not be reduced by the application of such deductible amount.
 - a. To all damages because of "bodily injury" sustained by one person, or
 - b. To all damages because of "property damage" sustained by one person or organization,

as the result of any one "occurrence."
2. Under Bodily Injury Liability and Property Damage Liability Coverage combined to all damages because of "bodily injury" and "property damage" sustained by one person or organization as the result of any one "occurrence."
2. The deductible amounts stated in the Schedule apply as follows:
 - A. **PER CLAIM BASIS** - if the deductible is on a "per claim" basis, the deductible amount applies:
 1. Under the Bodily Injury Liability or Property Damage Liability Coverage, respectively:
 3. The deductible amount shall apply to no more than 10 separate claims for damages as the result of any one "occurrence".

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B. PER OCCURRENCE BASIS - if the deductible is on a "per occurrence" basis, the deductible amount applies:

1. Under the Bodily Injury Liability or Property Damage Liability Coverage, respectively:
 - a. To all damages because of "bodily injury" as the result of any one "occurrence," or
 - b. To all damages because of "property damage" as the result of any one "occurrence."

regardless of the number of persons or organizations who sustain damages because of that "occurrence."

2. Under Bodily Injury Liability and Property Damage Liability Coverage combined to all damages because of "bodily injury" and "property damage" as the result of any one

"occurrence" regardless of the number of persons or organizations who sustain damages because of that "occurrence."

3. The terms of this insurance, including those with respect to:
 - (a) Our right and duty to defend any "suits" seeking those damages; and
 - (b) Your duties in the event of an "occurrence," claim, or suit

apply irrespective of the application of the deductible amount.

4. We may pay any part or all of the deductible amount to effect settlement of any claim or suit and, upon notification of the action taken, you shall promptly reimburse us for such part of the deductible amount as has been paid by us.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NUCLEAR ENERGY LIABILITY EXCLUSION ENDORSEMENT (Broad Form)

This endorsement modifies insurance provided under the following:

COMMERCIAL AUTOMOBILE COVERAGE PART
COMMERCIAL GENERAL LIABILITY COVERAGE PART
FARM COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
OWNERS AND CONTRACTORS PROTECTIVE LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
PROFESSIONAL LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY

1. The insurance does not apply:

A. Under any Liability Coverage, to "bodily injury" or "property damage":

- (1) With respect to which an "insured" under the policy is also an insured under a nuclear energy liability policy issued by Nuclear Energy Liability Insurance Association, Mutual Atomic Energy Liability Underwriters, Nuclear Insurance Association of Canada or any of their successors, or would be an insured under any such policy but for its termination upon exhaustion of its limit of liability; or
- (2) Resulting from the "hazardous properties" of "nuclear material" and with respect to which (a) any person or organization is required to maintain financial protection pursuant to the Atomic Energy Act of 1954, or any law amendatory thereof, or (b) the "insured" is, or had this policy not been issued would be, entitled to indemnity from the United States of America, or any agency thereof, under any agreement entered into by the United States of America, or any agency thereof, with any person or organization.

B. Under any Medical Payments coverage, to expenses incurred with respect to "bodily injury" resulting from the "hazardous properties" of "nuclear material" and arising out of the operation of a "nuclear facility" by any person or organization.

C. Under any Liability Coverage, to "bodily injury" or "property damage" resulting from "hazardous properties" of "nuclear material", if:

- (1) The "nuclear material" (a) is at any "nuclear facility" owned by, or operated by or on behalf of, an "insured" or (b) has been discharged or dispersed therefrom;
- (2) The "nuclear material" is contained in "spent fuel" or "waste" at any time possessed, handled, used, processed, stored, transported or disposed of, by or on behalf of an "insured"; or
- (3) The "bodily injury" or "property damage" arises out of the furnishing by an "insured" of services, materials, parts or equipment in connection with the planning, construction, maintenance, operation or use of any "nuclear facility", but if such facility is located

within the United States of America, its territories or possessions or Canada, this exclusion (3) applies only to "property damage" to such "nuclear facility" and any property thereat.

2. As used in this endorsement:

"Hazardous properties" include radioactive, toxic or explosive properties.

"Nuclear material" means "source material", "special nuclear material" or "by-product material".

"Source material", "special nuclear material", and "by-product material" have the meanings given them in the Atomic Energy Act of 1954 or in any law amendatory thereof.

"Spent fuel" means any fuel element or fuel component, solid or liquid, which has been used or exposed to radiation in a "nuclear reactor".

"Waste" means any waste material (a) containing "by-product material" other than the tailings or wastes produced by the extraction or concentration of uranium or thorium from any ore processed primarily for its "source material" content, and (b) resulting from the operation by any person or organization of any "nuclear facility" included under the first two paragraphs of the definition of "nuclear facility".

"Nuclear facility" means:

- (a) Any "nuclear reactor";
- (b) Any equipment or device designed or used for (1) separating the isotopes of uranium or plutonium, (2) processing or utilizing "spent fuel", or (3) handling, processing or packaging "waste";
- (c) Any equipment or device used for the processing, fabricating or alloying of "special nuclear material" if at any time the total amount of such material in the custody of the "insured" at the premises where such equipment or device is located consists of or contains more than 25 grams of plutonium or uranium 233 or any combination thereof, or more than 250 grams of uranium 235;
- (d) Any structure, basin, excavation, premises or place prepared or used for the storage or disposal of "waste";

and includes the site on which any of the foregoing is located, all operations conducted on such site and all premises used for such operations.

"Nuclear reactor" means any apparatus designed or used to sustain nuclear fission in a self-supporting chain reaction or to contain a critical mass of fissionable material.

"Property damage" includes all forms of radioactive contamination of property.



**CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM
AND
IMPORTANT INFORMATION REGARDING TERRORISM RISK INSURANCE COVERAGE**

It is agreed:

1. With respect to any one or more certified acts of terrorism, we will not pay any amounts for which we are not responsible because of the application of any provision which results in a cap on our liability for payments for terrorism losses in accordance with the terms of the federal Terrorism Risk Insurance Act of 2002 (including ensuing Congressional actions pursuant to the Act).
2. Certified act of terrorism means any act certified by the Secretary of the Treasury, in concurrence with:
 - a. the Secretary of State; and
 - b. the Attorney General of the United Statesto be an act of terrorism as defined and in accordance with the federal Terrorism Risk Insurance Act of 2002 (including ensuing Congressional actions pursuant to the Act).
3. Under the federal Terrorism Risk Act of 2002 (including ensuing Congressional actions pursuant to the Act) a terrorist act may be certified:
 - a. if the aggregate covered commercial property and casualty insurance losses resulting from the terrorist act exceed \$5 million; and
 - b. (1) if the act of terrorism is:
 - a) a violent act; or
 - b) an act that is dangerous to human life, property or infrastructure; and
 - (2) if the act is committed:
 - a) by an individual or individuals as part of an effort to coerce the civilian population of the United States; or
 - b) to influence the policy or affect the conduct of the United States government by coercion.

All other policy terms and conditions apply.

IMPORTANT INFORMATION REGARDING TERRORISM RISK INSURANCE COVERAGE

The Terrorism Risk Insurance Act of 2002 was signed into law on November 26, 2002. The Act (including ensuing Congressional actions pursuant to the Act) defines an act of terrorism, to mean any act that is certified by the Secretary of the Treasury, in concurrence with the Secretary of State and the Attorney General of the United States to be (i) an act of terrorism; (ii) to be a violent act or an act that is dangerous to human life, property or infrastructure; (iii) to have resulted in damage within the United States or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and (iv) to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States government by coercion.

Subject to the policy terms and conditions, this policy provides insurance coverage for acts of terrorism as defined in the Act.

Any coverage for certain commercial lines of property and casualty insurance provided by your policy for losses caused by certified acts of terrorism are partially paid by the federal government under a formula established by federal law. Under this formula, the government will reimburse us for 85% of such covered losses that exceed the statutory deductible paid by us. **You should also know that in the event aggregate insured losses exceed \$100 billion during any year the Act is in effect, then the federal government and participating United States insurers that have met their insurer deductible shall not be liable for the payment of any portion of that amount of the loss that exceeds \$100 billion. In the event that aggregate insured losses exceed \$100 billion annually, no additional claims will be paid by the federal government or insurers.** This formula is currently effective through December 31, 2014.

The premium charge, if any, for this coverage is shown separately on the attached Declarations page. In the event of a certified act of terrorism, future policies also may include a government assessed terrorism loss risk-spreading premium in accordance with the provisions of the Act.

Please contact us if you would like to reject coverage for certified acts of terrorism.





City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement and Contracting Services Division

Lenora Darden, CPPB
Procurement Buyer
ldarden@ci.stuart.fl.us

Telephone (772) 288-5308
Fax: (772) 600-0134
www.cityofstuart.us

May 1, 2014

Via: Email transmission, emax@gate.net

The Computer Station Co.
Attn: Ed Maxwell, President
1680 NW Federal Highway
Stuart, FL 34994

Subject: Notice of Award
ITB No. 2014-286: Annual Term Contract for Desktop – Server Computer Equipment Services

Dear Mr. Maxwell,

You are hereby notified that your firm has been awarded ITB No. 2014-286, Annual Term Contract for Desktop – Server Computer Equipment Services, in the annual amount not to exceed \$26,250.00, in accordance with the terms and conditions specified therein.

The initial contract period will be for one year, effective on May 3, 2014 through May 2, 2015, with two one-year renewal options. The City reserves the right to exercise the option to renew annually, if mutually agreed upon in writing by both parties subject to the same terms and conditions of the original agreement. Annual renewals shall be subject to the appropriation of funds, vendor's satisfactory performance and determination that the contract renewal is in the best interest of the City.

All services shall be coordinated with the City Project Manager, Kevin Edwards, who can be contacted at (772) 220-3934. The purchase order will serve as your notice to proceed.

The City of Stuart looks forward to a mutually beneficial business relationship. If you have any questions, please feel free to contact me by email at ldarden@ci.stuart.fl.us or call me at (772) 288-5308.

Sincerely,

Lenora Darden
Procurement Buyer
City of Stuart, Florida

c: 2014-286 ITB File
Kevin Edwards, IS Director



City of Stuart

121 SW Flagler Avenue • Stuart • Florida 34994
Department of Financial Services
Procurement & Contracting Services Division

Lenora Darden, CPPB
Procurement Buyer
ldarden@ci.stuart.fl.us

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MEMORANDUM

To: Paul Nicoletti, City Manager
Through: Terry Iverson, Procurement and Contracting Services Manager
From: Lenora Darden, Buyer 
Date: April 28, 2014
Subject: Award of ITB #2014-286: Desktop-Server Computer Equipment Services

Attached are: the tabulation sheet, the approved 2014 fiscal budget, and the department's recommendation for the above referenced project. In accordance with the City of Stuart Code of Ordinances, you have authority to award solicitations that are valued up to Fifty Thousand and 00/100 Dollars (\$50,000.00); funds for the project have been appropriated by the City Commission through the annual budgeting process; and the vendor was selected in accordance with the City Procurement Ordinance.

The subject project was legally advertised in the Stuart News on April 3, 2014. The Procurement Office sent a complete proposal package to the incumbent. This solicitation was disseminated by DemandStar on-line, who notified one hundred and fifteen (115) interested vendors. Out of seventeen (17) planholders, two (2) responsive proposals were received by 2:30 pm on the ITB opening date, April 23, 2014. Staff has reviewed the bids and recommends award to the most responsive and responsive bidder: The Computer Station Company of Stuart, Florida.

Please review the attached documentation and signify by signature below your determination of award, request for further information or recommended rejection of all bids.

Should you have any questions or if I might be of further assistance please call me at ext. 5308 or contact me by email at ldarden@ci.stuart.fl.us.

Award of ITB #2014-286: Desktop-Server Computer Equipment for the first year of an Annual Contract (1 year with 2-each 1-year renewals), to the most responsible and responsive bidder: The Computer Station Company of Stuart, Florida, in the annual amount not to exceed \$26,250 as budgeted.

Further information is required

Recommend all bids be rejected


Paul Nicoletti, City Manager

4-29-14
Date

HOLD HARMLESS AGREEMENT

I, Edwin F Maxwell Jr, am the owner of The Computer Station Co., an incorporated business operating in the State of Florida. As such, I am bound by all laws of the state of Florida, including but not limited to those regarding the workers' compensation law.

I hereby affirm that the above named business employs less than four employees, including myself, and therefore, the business is exempt from the statutory requirement for workers' compensation insurance for its employees.

On behalf of the business, and its employees, I hereby agree to indemnify, keep and hold harmless the City of Stuart, Florida, its agents, officials and employees, against all injuries, deaths, losses, damages, claims, liabilities, judgments, costs and expenses, direct, indirect or consequential (including, but not limited to, fees and charges of attorneys and other professionals) arising out of our contract with the City of Stuart, whether or not it shall be alleged or determined that the act was caused by intention or through negligence or omission of the City of Stuart or their employees, or of their subcontractors or their employees. The named business shall pay all charges of attorneys and all costs and other expenses incurred in connection with the indemnity provided herein, and if any judgment shall be rendered against the City of Stuart in any action indemnified hereby, the named business shall, at its own expense, satisfy and discharge the same. The foregoing is not intended nor should it be construed as, a waiver of sovereign immunity of the CITY OF STUART under Section 768.28, Florida Statutes.

STATE OF FLORIDA)

COUNTY OF Martin)

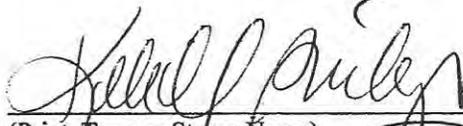
Sworn to and Subscribed before me on this 22 day of April, 2014,

by Edwin F Maxwell Jr 



**KELLI M. PHILLIPS
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF065963
Expires 12/8/2017**

Notary Public - State of Florida
(SEAL)



(Print, Type or Stamp Name)
Personally Known OR Produced ID
If Produced ID, Type:

Commission No.: FF065963

FLDL exp. 09-13-14



City of Stuart
121 SW Flagler Avenue
Stuart, FL 34994
Department of Financial Services

Lenora Darden
Procurement Buyer

Procurement & Contracting Services Division
772.288.5308 PHONE

772.600.0134 FAX
ldarden@ci.stuart.fl.us

INVITATION TO BID

FOR: Desktop - Server Computer Equipment Services
DATE: April 3, 2014
DEPT: Information Services
BID NUMBER: 2014-286

THIS IS NOT AN ORDER

Bids will be opened and publicly read aloud at City Hall, 121 S.W. Flagler Ave., Stuart, FL at **2:30 pm on Wednesday, the 23th day of April, 2014.** Bids must be SUBMITTED ON THE FORM FURNISHED BY THE CITY and in accordance with specifications and list of quantities desired.

Please attach this completed form as the top sheet for all bids submitted. Bid bonds if required may be in the form of a Surety Bond, Cashier's Check or Certified Check (checks payable to The City of Stuart).

Bidder's Name Ed Maxwell
Company Name The Computer Station Co.
Street Address 1680 NW Federal Hwy
City, State, Zip Stuart, FL 34994

Total Amount of Bid \$26250.00

It is the intent and purpose of the City of Stuart that this Invitation to Bid promotes competitive bidding. It shall be the bidder's responsibility to advise the Procurement Division if any language, requirements, etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this Invitation to Bid to a single source. Such notification must be submitted in writing and must be received by the Procurement Division not later than ten (10) days prior to the bid opening date.

Hand Deliver Mail/Express Bids to:
Stuart City Hall
Procurement & Contracting Services Office
121 S.W. Flagler Avenue
Stuart, Florida 34994

A1 INSTRUCTIONS TO BIDDER

- A1.1 Each bidder shall furnish the information required on the bid schedule and each accompanying sheet thereof on which he makes an entry. Offers submitted on any other format are subject to disqualification.
- A1.2 All bids must be submitted in a sealed envelope, plainly marked on the outside with the invitation to bid number, date and time of opening.**
- A1.3 All Bids Must Be Submitted in Triplicate. This includes specifically the bid cover page, the bid signature section (A2), any section on which annotations are required or exceptions are taken, the bid schedule (F), and any supporting documentation or literature being submitted with your bid.**
- A1.4 It is the bidder's responsibility to assure that Bids are received in the City of Stuart Procurement & Contracting Services Office, 121 SW Flagler Avenue, Stuart, Florida 34994, not later than **2:30 p.m., on the day and date shown above**. Any received after this date and time will not be accepted or considered, and will be returned unopened to the bidder. No telegraphic or facsimile offers will be considered.
- A1.5 Bids will be publicly opened and read aloud in the 1st Floor Conference Room at City Hall on the above appointed date at 2:30 p.m. or as soon as possible thereafter.
- A1.6 Bids may not be withdrawn for a period of 30 days after the public opening date.
- A1.7 Bidder's attention is specifically called to the terms and conditions of this solicitation.
- A1.8 Please check your prices before submitting your bid, as no change in prices will be allowed after the opening. All prices and notations must be in ink or typewritten. Be sure your bid is signed.
- A1.9 All items quoted must be in compliance with the specifications. Alternate bids will not be considered unless they are specifically called for in this solicitation.
- A1.10 Any actual or prospective bidder who protests the reasonableness, necessity or competitiveness of the terms and/or conditions of the invitation to bid, selection or award recommendation shall file such protest in writing to the Stuart City Manager with a copy to the City Procurement & Contracting Services Manager.
- A1.11 Questions relative to interpretation of specifications or the solicitation process shall be addressed to the Purchasing Agent, in writing, in ample time before the period set for the receipt of bids. Any interpretations, clarifications or changes made will be in the form of written addenda issued by the Procurement Office. Oral answers will not be authoritative.
- A1.12 It will be the responsibility of the bidder to contact the Procurement Office prior to submitting a bid to ascertain if any addenda have been issued, to obtain all such addenda, and to return executed addenda with their bid. **The Procurement & Contracting**

Services Office is located at 121 SW Flagler Avenue, Stuart, Florida 34994, telephone # (772) 288-5308, Fax (772) 600-0134.

A2 BID SIGNATURE SECTION

- A2.1 This sheet must be signed by a person authorized to sign for your firm and returned with your bid. Failure to comply will result in disqualification of submittal.
- A2.2 Delivery shall be a factor in award. Failure to perform within delivery deadline(s) set forth in the specifications or any other contract document shall constitute default.
- A2.3 Section Not Used
- A2.4 The City reserves the right to reject any or all bids, without recourse, to waive technicalities or to accept the bid which in its sole judgment best serves the interest of the City. Cost of submittal of this bid is considered an operational cost of the bidder and shall not be passed on to or be borne by the City.
- A2.5 Goods, services, supplies or equipment covered in the specifications shall be delivered F.O.B. Destination.
- A2.6 The City may accept any item or group of items on any bid unless the offeror qualifies his bid by specific limitations.
- A2.7 Bidders are requested not to contact the City Commission, requesting/evaluating Departments or Divisions after bids are opened. Any questions from bidders or evaluating Departments or Divisions will be answered through the Procurement Division.
- A2.8 If not bidding any or all items, please so state.
- A2.9 Unit prices will govern in the event both unit and total prices are requested in the solicitation and the unit price carried forward does not mathematically result in the total price for that item.
- A2.10 Failure to comply with these instructions may result in disqualification of your bid.**

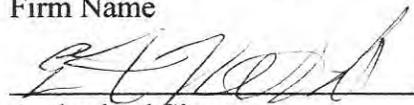
The Computer Station Co.

emax@gate.net

Firm Name _____

Date 4/22/14

Email Address



772-692-4700
Telephone Number

Authorized Signature
(Manual)

President
Name/Title (Please Print)

772-692-3550
Facsimile Number

Any questions regarding this Invitation to Bid should be addressed to the Procurement & Contracting Services Office, City of Stuart, Florida. Contact Person: Lenora Darden,

Procurement Buyer, Email: ldarden@ci.stuart.fl.us, telephone # (772) 288-5308, and Fax # (772) 600-0134.

B. GENERAL PROVISIONS

- B1. **Payment/Invoicing:** No payment will be made for materials ordered without proper purchase order authorization. Payment cannot be made until materials, goods or services have been received and accepted by the City in the quality and quantity ordered. Payment will be accomplished by submission of invoice, in duplicate, with Purchase Order Number referenced thereon and mailed to: Financial Services Department, 121 S.W. Flagler Avenue, Stuart, FL 34994. Payment in advance of receipt of goods or services by the City of Stuart cannot be made.
- B2. **Purchasing Card Program:**
- A. Preferred method of payment is by means of the City of Stuart Purchasing Card (VISA). The selected Bidder(s) can take advantage of this program and in consideration receive payment within several days, instead of the City's policy of Net 30 Days After Receipt of Invoice (ARI).
 - B. Bidders are requested to acknowledge acceptance of purchasing VISA card on the Bid Schedule. In the event of failure on the part of the Bidder to make this statement, the City shall assume the purchase or Contract price shall be governed by the Net 30 ARI.
 - C. The City of Stuart offers bidders who commit to accepting the Purchasing Card as payment, a one percent (1%) reduction in their bid price for evaluation purposes only. When evaluating prices submitted by bidders in response to this solicitation, the total offered price of a bidder committed to accepting the Purchasing Card will be reduced by one percent, the resulting number is then compared to the other bidders' offered price. If the committed bidder is awarded the contract, the award will be at the original bid price.
- B3. **Fund Availability:** Any contract resulting from this solicitation is deemed effective only to the extent of appropriations available.
- B4. **Permits/Licenses/Fees:** Any permits, licenses or fees required will be the responsibility of the successful bidder, no separate payment will be made. Adherence to all applicable code regulations (Federal, State, County, City), are the responsibility of the successful bidder. Confined space permit may be required from the City of Stuart. Please see Section B23. **Safety Standards.**
- B5. **Taxes:** The City of Stuart does not pay Federal excise or State sales taxes. Our tax exemption number is 85-8012740159C-6.
- B6. **Warranty:** The bidder shall state the warranty offered against defective workmanship and material as specified in Section C-Special Provisions.
- B7. **Independent Pricing:** By submission of this bid, the bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, that in connection with this procurement:

- A. The prices in this bid have been arrived at independently, without consultation, communication, or agreement with any other offeror or with any competitor for the purpose of restricting competition, or in any other way influencing the competitive arena.
 - B. Unless otherwise required by law, the prices, which have been quoted in this bid, have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly to any offeror or to any competitor.
 - C. No attempt has been made or will be made by the bidder to induce any other person or firm to submit or to not submit a bid for the purpose of restricting competition, or in any other way influencing the competitive arena.
- B8. **Inspection/Acceptance Title:** Inspection and acceptance will be at the City of Stuart's ordering department/division unless otherwise stipulated. Title and risk of loss or damage to all items shall be the responsibility of the vendor until accepted by the using department of the City, unless loss or damage results from negligence by the City or it's using Department.
- B9. **Changes:** the City of Stuart reserves the right to order, in writing, changes in the work within the scope of the contract such as change in quantity or delivery schedule. The contractor has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the contractor.
- B10. **Liability:** The vendor shall act as an independent contractor and not as an employee of the City of Stuart. The successful bidder is required to indemnify, defend, and hold and save harmless the City, its officers, agents, and employees, from damages arising from the vendor's performance of, or failure to perform, any task or duty required to be performed by the vendor.
- B11. **Conflict of Interest:** All offerors must disclose with their offer the name of any officer, director, or agent who is also an officer or employee of the City of Stuart. Further, all bidders must disclose the name of any City officer or employee who owns, directly or indirectly an interest of ten percent (10%) or more of the bidder's firm or any of its branches.
- B12. **Termination for Convenience:** The City of Stuart reserves the right to terminate the Agreement in whole or part by giving the vendor written notice at least thirty (30) days prior to the effective date of the termination. Upon receipt of termination notice from the City, the vendor shall only provide those services specifically approved or directed by the City. All other rights and duties of the parties under the Agreement shall continue during such notice period, and the City of Stuart shall continue to be responsible to the vendor for the payment of any obligations to the extent such responsibility has not been excused by breach or default of the vendor.

Upon termination, vendor shall bill the City of Stuart for all amounts not previously billed and due the vendor at that time. The vendor shall not be entitled to a professional fee nor to expenses for any work commenced or expenses incurred after the vendor received the notice of termination, unless specifically approved or requested by the City. The vendor shall however, be entitled to payment for services commenced and approved by the City prior to the receipt of notice, or with the express written consent of the City, prior to the effective date of termination.

- B13. **Termination for Default:** The performance of the Agreement may be terminated by the City of Stuart in accordance with this clause, in whole or in part, in writing, whenever the City shall determine that the contractor has failed to meet performance requirement(s) of the Agreement.
- B14. **Venue:** Any contractual arrangement between the City of Stuart and the vendor shall be consistent with, and be governed by, the ordinances of Martin County, the City of Stuart, the whole law of the State of Florida, both procedural and substantive, and applicable federal statutes, rules and regulations. Any and all litigation arising under any contractual arrangement shall be brought in the appropriate court in Martin County, Florida.
- B15. **Contract Modifications:** In addition to changes made under the changes clause, any contract resulting from this solicitation may be modified within the scope of the contract upon the written and mutual consent of both parties, and approval by appropriate legal bodies in the City of Stuart.
- B16. **The Contract:** Notice of award by the City of Stuart will constitute acceptance of the Bid. This bid package, including all terms, conditions and specifications, signed by the successful bidder along with the documentation included in the bidders submittal as required by this Invitation to Bid and other additional materials submitted by the bidder and accepted by the City shall constitute the contract. After notice of award, a valid certificate of insurance shall be issued to the City within 10 days.
- B17. **Force Majeure:** Neither party to this agreement shall be liable to the other for any cost or damages if the failure to perform the agreement arises out of causes beyond the control and without the fault or negligence of the parties. Such causes may include, but are not restricted to, acts of God, fires, quarantine restriction, strikes, and freight embargoes. In all cases, the failure to perform must be totally beyond the control and without the fault or negligence of the party. The delivery schedule, if applicable, shall be extended by a period of time equal to the time lost due to such delay.
- B18. **Proposal as Public Domain:** All documents and other materials made or received in conjunction with this project will be subject to public disclosure requirements of chapter 119, Florida Statutes. The bid will become part of the public domain upon opening. **Vendors shall not submit pages marked "proprietary" or otherwise restricted"**

- B19. **Equal Opportunity:** The City of Stuart recognizes fair and open competition as a basic tenet of public procurement and encourages participation by minority and women owned business enterprises. The City requests minority and women owned business enterprises submit evidence of certification with submittals.
- B20. **Assignment & Subcontracting:** The successful bidder will not be permitted to assign its contract with the City, or to subcontract any of the work requirements to be performed without obtaining prior written approval of the City of Stuart.
- B21. **Insurance:** The contractor shall, during the entire period of performance of any contract resulting from this solicitation, procure and maintain at least the minimum types of insurance as stipulated in the insurance attachment to this solicitation. Proof of such insurance must be provided to the City prior to beginning any contract performance.
- B22. **Additional Terms and Conditions:** No additional terms and conditions included with the bid response shall be evaluated or considered; any and all such additional terms and conditions shall have no force and effect and are inapplicable to this bid. If submitted either purposely through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists, or warranties it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this bid and the bidders authorized signature affixed to the bid signature section attests to this.
- B23. **Safety Standards:** All contractors and sub-contractors shall adhere to all Federal, State, County and City safety regulations and requirements. The City of Stuart safety manual is available for use by any vendor contracted to provide services, supplies and/or equipment to the City of Stuart.
- B24. **Public Entity Crimes:** Pursuant to the requirements of Section 287, Florida Statutes, all vendors are subject to those provisions pertaining to Public Entity Crimes and the Convicted Vendor List.
- B25. **Public Records:** In compliance with F.S. 119.0701 the Professional shall:
- A. Keep and maintain public records that would ordinarily and necessarily be required by the public agency in order to perform the service. This includes, without limitation, any and all financial, accounting, operational or service records or reports kept, generated or issued as a normal part of the services provided.
 - B. Provide the public with access to these public records on the same terms and conditions that the public agency would provide the records and at a cost that does not exceed the cost provided in Chapter 119 or as otherwise provided by law.
 - C. Ensure that public records that are considered exempt or confidential, and therefore exempt from public records disclosure requirements, are not disclosed except as authorized by law.

- D. Meet all requirements for retaining public records and transfer, at no cost, to the public agency all public records in possession of the Professional upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements.
- E. All records stored electronically must be provided to the public agency in a format that is compatible with the information technology systems of the public agency."
- F. If the Contractor does not comply with a public records request, the public agency shall enforce the contract provisions in accordance with the Contract.

C. SPECIAL PROVISIONS

- C1. **Intent:** It is the City of Stuart's intent to invite qualified individuals and firms to provide all labor, materials, and services necessary to build and deliver Desktop - Server Computer Equipment Services on an "as needed" basis for the City of Stuart, and in accordance with the specifications, terms, and conditions contained in this Invitation to Bid (ITB).
- C2. **Minimum Requirements:** The bidder should submit the following information with their bid package to be considered responsive in order for the City to fully evaluate the firm's qualifications. Failure to fully submit the requested information may result in the bid being considered non-responsive.
 - A. Bidder must provide current proof that technicians are CompTia/A+ certified.
 - B. Bidder must submit proof that firm is an Intel Technology Partner.
 - C. Bidder must have a minimum of five years comparable experience, specializing in Operating systems and application knowledge.
 - D. Bidders are to provide a minimum of three (3) satisfactory references within the past five (5) years of similar accounts and size on the City provided form. Bidder is responsible for verifying correct phone numbers and contact information. Failure to provide accurate data may result in the reference not being obtained or considered.
 - E. Completion and submission of Questionnaire attached herein.
- C3. **References:** As part of the evaluation process, the City may conduct an investigation of references including a record check of consumer affairs complaints. Bidder's submission of bid constitutes acknowledgment of the process and consent to investigate. City is the sole judge in determining Bidder's qualifications.
- C4. **Qualification of Bidders:** This bid shall be awarded only to a responsive and responsible bidder, qualified to provide the work specified. Bids will be considered from firms who

have adequate personnel and equipment and who are so situated as to perform prompt service. Bids will be considered only from firms which are regularly engaged in the business as described in this bid package; with a record of performance of not less than five (5) years, which have sufficient financial support, equipment, and organization to ensure that they can satisfactorily execute the service if awarded an Agreement under the terms and conditions herein stated. The terms "equipment and organization" as used herein shall be construed to mean a fully equipped and well-established company in line with the best business practice in the industry and as solely determined by the City.

- C5. **Quality:** The City will make the sole determination as to the suitability of materials when quality is a question or concern.
- C6. **Minimum Payment Terms:** Minimum payment terms shall be Net 30 days.
- C7. **Pre-award inspection:** The City reserves the right to make a pre-award inspection of the bidder's facilities, to determine the capabilities of the bidder to service the City, prior to award of a contract.
- C8. **F.O.B. Point:** F.O.B. point is **destination** for all deliveries.
- C9. **Warranty:** The successful bidder shall provide an onsite warranty on all equipment furnished against defect in materials and/or workmanship for a minimum period of 3 years from date of delivery and acceptance by the City of Stuart, and as specified in the technical specifications. Should any defect in materials or workmanship, excepting ordinary wear and tear, appear during the above stated warranty period, the successful bidder shall repair or replace same at no cost to the City of Stuart, immediately upon written notice from the City's Project Manager. Warranties shall be enclosed therewith.
- C10. **Equipment:** All equipment must be new, of current manufacturer and in production at the time of bid opening, and carry standard warranties. Equipment and parts must be updated with new as discontinued products become obsolete. All equipment supplied shall contain complete maintenance instructions, operating manuals and parts lists. Responses will be considered only on equipment that can, on short notice, be serviced and maintained by the bidder. The bidder must maintain a normal supply of repair parts and be equipped with personnel and facilities to provide such service as necessary to keep the equipment in operation with a minimum of delay. All specifications may
- C11. **Firm Prices:** The prices offered shall remain firm for the period of any agreement reached as a result of this invitation to bid.
- C12. **Other Entity Use:** The successful bidder(s) may be requested to convey their bid prices, contract terms and conditions, to municipalities or other governmental agencies within the State of Florida.
- C13. **Silence of Specifications:** The apparent silence of these specifications and any addenda hereto, as to any details; or the omission from it of a detailed description concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that the service provided shall be complete and without additional requirement to the utilizing public entity. All interpretations of these specifications shall be made upon the basis of this statement.

C14. **Attachments:** There are five (5) attachments to this Invitation to Bid. The successful bidder must comply with attachments as follows:

Attachment A	Insurance Requirements ~Proof of ability to obtain insurance to be submitted with bid document.
Attachment B	Qualifications/Experience of Bidder
Attachment C	References
Attachment D	Bidder's Checklist
Attachment E	Statement of No Bid

D. AWARD OR REJECTION OF BIDS

- D1. **Award of Contract:** The City of Stuart intends to award to the most responsive responsible bidder with the lowest bid. The award letter will serve as the notice to proceed.
- D2. **Method of Award:** The City reserves the right to award to a single vendor on an all or none basis. Bidders are required to bid all items in Section E9, Technical Specifications and Bid Form to be considered. Failure to identify a monetary amount for each line item may cause bidder's bid response to be considered non-responsive and rejected.
- D3. **Modifications:** This bid shall be awarded only to a responsive and responsible bidder. Bidder hereby certifies that the terms and conditions, including but not limited to, the scope of work have not been altered or modified in any manner. Any modification to this solicitation by the bidder will result in Bidder's response being found non-responsive and thereby disqualified.
- D4. **Best Prices:** Award will be made without further negotiation based upon competitive bids; therefore your best price should be submitted in response to this invitation to bid.
- D5. **Rejection of Bids:** The City of Stuart reserves the right to reject any or all bids with or without cause when such rejection is in the best interests of the City, at the City's sole determination. The City also reserves the right to reject the bid of a bidder who has previously failed to perform properly or complete on time contracts of a similar nature, or whom investigation shows is not in a position to perform the contract.
- D6. **Determining Responsibility:** In determining responsibility, the following qualifications will be considered by the Procurement & Contracting Services Manager:
- A. The bidder's ability, capacity and skill to perform the contract or provide the service within the time specified.
 - B. The reputation, judgment and experience of the bidder.
 - C. The quality of performance of previous contracts or services including previous performance with the City.

- D. Previous and existing compliance by the bidder with laws and ordinances relating to the contract or service.
 - E. Financial resources of the bidder to perform the contract or provide the service.
 - F. Ability to provide future maintenance and service for the use of the subject of the contract.
 - G. Whether the bidder is in arrears to the City on a debt or contract or is a defaulter on surety to the City, or whether the bidder's taxes or assessments are delinquent.
- D7. **Contract Terms:** At all times during the term of the contract, the successful Contractor shall act as an independent Contractor and at no time shall be considered an agent or partner of the City.
- A. Contract Period: This contract shall be awarded for an initial term of one (1) year subsequent to approval by the City Commission. The contract may be renewed for two (2) additional one year periods provided both the successful bidder and the City agree and all terms and conditions remain the same. Any contract or amendment resulting from this solicitation shall be subject to fund availability and mutual written agreement between the City and the successful bidder. Extension of the contract for additional thirty (30) day periods for the convenience of either party shall be permissible at the mutual consent of both parties.
 - B. Option to Extend: The performance period of any contract resulting from this solicitation may be extended upon mutual agreement between the contractor and the City of Stuart with no change in terms or conditions. Any extension of performance period under this provision shall be in one-year increments. The contract may be renewed for two (2) additional one-year periods, provided both parties are in agreement. Total contract length, including individual one-year extensions, shall not exceed three (3) years. Consideration of price increases at each renewal period will be given provided such escalations are reasonable and acceptable to the City. Any price increases must be justified, documented and approved by the City of Stuart. It is also expected that de-escalation of prices will be extended to the City if the market so reflects.
 - C. Contract Amendment: The City may require additional items of a similar nature, but not specifically identified in the contract. The Contractor agrees to provide such items/services, and shall provide the City prices on such additional items or services based upon a formula or method which is the same or similar to that used in establishing the prices in this bid. If the price(s) offered are not acceptable to the City, and the situation cannot be resolved to the satisfaction of the City, the City reserves the right to procure those items/services from other vendors or to cancel the contract. Furthermore, the City reserves the right to delete or revise items and services under this bid at any time during the contract period when and where deemed necessary. Deletions may be made at the sole discretion of the City at any time during the contract period. Items revised must be mutually agreed upon in writing by the Contractor.

- D. **Non Exclusive Contract:** Contractor agrees and understands that the contract shall not be construed as an exclusive arrangement and further agrees that the City may, at any time, secure similar or identical services at its sole option.
- D8. **Method of Ordering:** The department(s) will order requirement(s) on an “as needed” basis. All terms, conditions and prices of the bid are applicable. Only awarded bid items may be purchased. Vendor is to take all necessary steps to insure this requirement.
- D9. **Quantities:** The quantities specified are based on annual estimates. The City of Stuart makes no guarantee regarding the quantity to be purchased and reserves the right to increase or decrease the total quantities, as necessary, to meet actual requirements.
- D10. **Performance:** The City heavily monitors the quality and performance of work performed and/or supplies furnished by the awarded vendor for future consideration and/or reference purposes. The City may return, for full credit, any item(s) received which fail to meet the City's performance standards.
- E. SCOPE OF SERVICE**
- E1. **General Information:** The purpose of this bid is to provide desktop – server computer equipment services, including but not limited to, all material, labor, supervision, products and tools, supplies and components necessary to keep equipment in continuous use and efficiency for its’ intended purpose.
- E2. **Delivery Requirements:** Awarded vendor is to prosecute the work uninterrupted in such a manner, with sufficient labor, equipment and/or materials so as to insure its completion of an operational unit for City use within 21 calendar days. Back-orders shall be made known to the City at time of order placement. Failure to supply deliveries within requested time period may result in contract cancellation.
- E3. **Alternate/Exceptions:** The Bidder shall be responsible for reading very carefully, and understanding completely, the requirements and the specifications of the items requested. Any deviation from specifications listed herein must be clearly indicated, otherwise it will be considered that items offered are in strict compliance with these specifications, and the successful bidder will be held responsible therefore; exceptions must be explained in detail on an attached sheet(s) and itemized by number. Any item(s) that does not meet City specifications upon delivery will not be accepted and if the item cannot be brought up to specifications in a reasonable time, the Bidder will be required to compensate the City for the difference in price entailed in going to the next qualified bidder. Bidders offering equivalent items must meet the general design and style given for the “as specified” item.
- E4. **Technical Specifications:** The intent of this solicitation is to receive bids for the product specified. The materials specified cannot be substituted with any other materials. City of Stuart personnel shall make all determinations of equipment equivalence and compliance with specifications. Those determinations shall be final. These specifications are based on a particular level of performance required to be responsive to this ITB. Failure to comply will result in disqualification of the bid submittal as non-responsive. Vendors will describe how they comply with the specifications below:

FEATURES	TECHNICAL SPECIFICATIONS	COMPLIANCE
Standard Desktop:	Mini Form Factor Case w/200 Watt Power Supply Celeron C847 Based System Board 2 PS/2 Ports, 6 USB Ports, Serial Port, VGA Port Gigabit Ethernet 4 Gigs DDRIII 1066 RAM 160 Gig 3.5 " SATA Hard Drive 16X DVD-RW (Dual Layer) Optical Drive (Half Height) Windows 8 Pro	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Power User Desktop:	Mini -ITX Case w/200 Watt Power Supply Intel i3-4130T Processor Asus H81I-PLUS ITX System Board (Intel H82 - LGA1150 Socket - SATA-600 (RAID), Gigabit Ethernet - SuperSpeed USB 3.0 HDMI. DVI-D, VGA video - HD Audio (8 -channel) 4Gigs DDRIII 1600 RAM 320 Gig SATA III 3.5 " Hard Drive 24/48 X DVD-RW (Dual Layer) Optical Drive (Half Height) Windows 8 Pro	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Baseline Server:	1U rackmount case w/650 Watt Power Supply Intel 2-socket quad-core Xeon 5500/5600 Processors (2 processors minimum) RAID 5 (minimum) controller 8GB DDRIII Memory (4) 250 GB SATA Hard Drives No Operating System Dual 1GB Ethernet NIC	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Optional Parts:	320 Gig SATA Hard Drive Additional 10/100/1000 Ethernet NIC 2U rackmount case Dual 650 Watt (minimum) Redundant Power Supply 16-32 GB DDRIII Memory	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Requirements:	All specifications may be updated as product availability from suppliers is updated and/or discontinued for like or superior components. Systems must come labeled with purchase date and serial number. In the event of a declared local emergency the vendor will be available to provide on-site assistance in recovery efforts when the return to work order has been issued by the City of Stuart. The recovery efforts may include providing replacement parts for damaged or degraded equipment, and assisting in the repair of such items. The vendor will provide reports of the amount of devices purchased during specific time periods at the request of City of Stuart	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Warranty:	3-year on-site parts and labor warranty 4-hour on-site response. 48 hour guaranteed resolution. 2 pre-configured computers will be provided to City of Stuart for immediate deployment when a device is degraded.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Detailed Product Literature:	It is incumbent upon all participants to include information in sufficient detail to allow an informed decision process.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

F. **BID SCHEDULE:** In accordance with the terms, conditions and specifications, the undersigned bidder hereby submits the following prices for supplying The City of Stuart with the goods and/or services called for in Bid #2014-268.

EST QTY	DESCRIPTION	BRAND/MODEL OFFERED	UNIT PRICE (Each)	TOTAL PRICE	STOCK ITEM
30	Standard Desktop	Envision	\$485.00	\$14550.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
10	Power User Desktop	Envision	\$645.00	\$6450.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2	Baseline Server	Intel	\$2625.00	\$5250.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
OVERALL ESTIMATED ANNUAL TOTAL				\$26250.00	

OPTIONAL PARTS				
Item No.	Description	Brand/Model Offered	Unit Price (Each)	Stock Item
1	320 Gig SATA Hard Drive	Western Digital	\$70.00	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
2	2u Rackmount Case	Intel	\$650.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
3	Dual 650 Watt Redundant Power Supply	Intel	\$285.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4	16-32GB DDRIII Memory	Kingston	\$95.00-180.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
5	Additional 10/100/1000 Ethernet NIC	Intel	\$45.00	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Estimated usage is for bid evaluation purposes and shall not be construed as a guarantee of equipment. Actual equipment and/or service needed will vary depending upon priorities and budgeting

**#10-14 OF CALENDAR DAYS FOR DELIVERY/COMPLETION AFTER RECEIPT OF ORDER
DELIVERY MUST BE F.O.B. DESTINATION**

Preferred method of payment is by the City Purchasing Card (VISA). **DO YOU ACCEPT THE PURCHASING CARD (VISA)?** Yes No

All Prices will remain firm for a period of forty-five (45) days from the date of Bid opening.

The City of Stuart offers bidders who commit to accepting the Purchasing Card, noted above in the Bid Schedule as payment method, a one percent (1%) reduction in their bid price for evaluation purposes only. When evaluating prices submitted by bidders in response to this solicitation, the total offered price of a bidder committed to accepting the Purchasing Card will be reduced by one percent, the resulting number is then compared to the other bidders' offered price. If the committed bidder is awarded the contract, the award will be at the originally bid price.

The undersigned bidder hereby certifies that the invitation to bid has not been altered in any manner; and that bidder has received all the Addenda listed below and has incorporated them into his Bid listed herein. Failure to acknowledge the above requirements will render the bid non-responsive and no further evaluation of the bid will occur.

ACKNOWLEDGEMENT IS HEREBY MADE OF RECEIPT OF ADDENDA ISSUED DURING THE SOLICITATION PERIOD:

ADDENDUM # _____ THROUGH ADDENDUM # _____

Company Name: The Computer Station Co.

Date: 4/22/2014

Name of individual submitting Bid: Ed Maxwell

Email address: emax@gate.net

Ph: 772-692-4700

AUTHORIZED SIGNATURE: _____



ATTACHMENT A

INSURANCE REQUIREMENTS

1. The successful professional shall not commence any work in connection with this agreement until it has obtained all of the following types of insurance and the City has approved such insurance. Nor shall the successful proposer allow any subcontractor to commence work on its subcontract until all similar insurance required of the subcontractor has been so obtained and approved. All insurance policies shall be with insurers licensed and authorized to do business in the State of Florida.
2. The successful professional shall maintain required insurance coverage for the full term of this agreement or for such longer periods as may be specifically required herein. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. All carriers shall carry an AM Best Rating of at least A:VII. A Waiver of Subrogation is required under each of the required insurance policies
3. All policies should respond as primary. Each policy shall include Contractual Liability. All proposers including any independent contractors and subcontractors utilized must comply with the following insurance requirements:
 - a. Loss Deductible Clause: The City shall be exempt from, and in no way liable for, any sums of money which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the professional and/or subcontractor providing such insurance.
 - b. Worker's Compensation Insurance: The professional/service provider shall maintain during the life of this Agreement, Worker's Compensation Insurance for all of its employees connected with the work of this project that complies fully with the State of Florida Worker's Compensation Law, SS 440.
 - c. General Liability: The Professional shall, during the life of this Contract take out and maintain broad form Commercial General Liability including premises and operations; products and completed operations; personal and advertising injury; and fire damage for limits of not less than \$500,000.00 per occurrence and \$1,000,000.00 aggregate. There shall be no exclusion for Fellow Employees, Cross Liability or Insured vs. Insured. This insurance shall also insure the City to the same limits.
 - d. Business Automobile: The Professional shall during the life of this Contract take out and maintain Business Automobile Liability form with a combined Single Limit of not less than \$500,000.00 including Owned, Hired, and Non-Owned. This insurance shall also insure the City to the same limits.
 - e. Certificates of Insurance: the Contractor, upon notice of award, will furnish Certificate of Insurance Forms. These shall be completed by the authorized Resident Agent and returned to the Procurement and contracting Services Division. This certificate shall be dated and show:

- 1) The name of the insured contractor, the specified job by name and job number, the name of insurer, the number of the policy, its effective date, and its termination date.
- 2) Statement that the Insurer will mail notice to the City at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
- 3) City shall be named or additional named insured on General Liability Insurance and Business Automobile Liability Insurance.

NOTE: The City can decrease or increase these limits, depending on the project, in its sole discretion. Any insurance provided which does not meet the above requirements will not be deemed acceptable under the terms of this contract unless accepted in writing by the City's Risk Manager.

ATTACHMENT B

QUALIFICATION OF BIDDERS INFORMATION/QUESTIONNAIRE

THIS IS A FILLABLE FORM

Part A - Qualifications Questionnaire

Information provided shall fully explain the firm's qualifications and experience of their Organization to provide Desktop - Server Computer Equipment Services for the City as stated below: **(Bidders may attach additional sheets, if necessary).**

1. Is current proof that technicians are CompTia/A+ certified attached? Yes No
2. Is proof that firm is an Intel Technology Partner enclosed? Yes No
3. Bidder must have a minimum of five years comparable experience, specializing in operating systems and application knowledge. Is supporting documentation attached? Yes No
4. The Contractor agrees to use trained personnel directly employed and supervised by them, and that such personnel will have adequate experience and possess adequate skills, and certification to perform the services required. Provide supporting documentation below or as an attachment.

Technicians assigned to this project:

➤ Name: Ed Maxwell Title President Cellular/Pager Number 772-285-3053

23 Number of Years with Firm, 32 Years of Technical Experience

MSP Technical Certification/License obtained

➤ Name: Marc Rokaw Title Service Mgr Cellular/Pager Number 772-380-3142

2 Number of Years with Firm, 26 Years of Technical Experience

A+, MCITP, MCT Technical Certification/License obtained

Part B - Other Information

1. Provide office hours and contact information of staff responsible for coordination of services.
Name: Ed Maxwell Phone No. 772-692-4700
Fax No. 772-692-3550 Email: emax@gate.net
2. Number of year's organization has been in business. 23
3. Have you any similar work in progress at this time? Yes No
4. Describe in detail extended warranty, if available for repairs and maintenance of equipment. Time and Materail after 3 year warranty on desktops, extended warranty on servers
5. Describe in detail amount of time necessary to repair or replace equipment. 2 to 48 hours

Company Name The Computer Station Co.

**ATTACHMENT C
REFERENCES**

Provide three (3) satisfactory references within the past five (5) years of similar complexity, nature, and size of this project.

#1 REFERENCE

Company/Entity Name: City of Stuart		
Address 121 SW Flagler Ave		
City Stuart,	StateFl	Zip Code34994
Contact Name: Kevin Edwards		Title: IT Director
Phone No: 772-220-3934	Fax:772-288-5323	Email:
kedwards@ci.stuart.fl.us		
Date of Service or Contract Period: last 10 years		Location Stuart
Governmental or Private Gov		Dollar Value of Contract \$300,000+

#2 REFERENCES

Company/Entity Name: Sandhill Cove		
Address 1500 SW Capri		
City Palm City,	StateFl	Zip Code34990
Contact Name: Pam Twohey		Title: Director Administrative Services
Phone No: 772-283-7775	Fax:772-283-7092	Email:
pamelat@sandhillcove.com		
Date of Service or Contract Period: 15 plus years		Location Palm City
Governmental or Private Private		Dollar Value of Contract \$300,000+

#3 REFERENCES

Company/Entity Name: Nartin County		
Address 2401 SE Monterey Road		
City Stuart,	StateFl	Zip Code34996
Contact Name: Denise Hunt		Title: Division Head
Phone No: 772-219-4950	Fax:	Email: dhunt@martin.fl.us
Date of Service or Contract Period: 15 years +		Location Stuart
Governmental or Private Gov		Dollar Value of Contract \$Varies

Company Name The Computer Station co.

ATTACHMENT D

BIDDERS CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline~ it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

Is Bid envelope marked accordingly?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is Invitation to Bid cover page (page 1) completed, signed and attached?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is copy of bidder's valid Business Tax Receipt submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Warranty is in compliance with bid requirements?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is bid submitted in triplicate (one original, two copies) ?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Bidder must submit proof that their firm name is registered. with their State of origin	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is proof of insurance included?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is equivalent product literature enclosed?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are all Forms completed, signed (if required), and enclosed? (bid schedule, questionnaire, reference, IRS W-9	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Are addendum (if any issued) signed and submitted?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Submit a copy of all Licenses, Certificates, or Registrations, held by Bidder	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
All prices have been reviewed for mathematical accuracy, all price corrections initialed, and all price extensions and totals thoroughly checked.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Company Name The Computer Station Co.

2013-2014

**MARTIN COUNTY ORIGINAL
BUSINESS TAX RECEIPT**

HONORABLE RUTH PIETRUSZEWSKI CFC, TAX COLLECTOR
3485 S.E. WILLOUGHBY BLVD., STUART, FL 34994
(772) 288-5604

ACCOUNT ~~1992-650-0058~~ CERT _____
PHONE ~~(772) 692-4700~~ SIC NO ~~005734~~
LOCATION:
1680 NW FEDERAL HWY MAR

CHARACTER COUNTS IN MARTIN COUNTY

PREV YR. \$.00 LIC. FEE \$ 26.25
\$.00 PENALTY \$ 6.56
\$.00 COL. FEE \$ 6.60
\$.00 TRANSFER \$.00
TOTAL 39.41

IS HEREBY LICENSED TO ENGAGE IN THE BUSINESS, PROFESSION OR OCCUPATION
OF **RETAIL SALES COMPUTERS**
AT LOCATION LISTED FOR THE PERIOD BEGINNING ON THE

KREIDER, BECKI
THE COMPUTER STATION COMPANY
1680 NW FEDERAL HWY
STUART, FL 34994

30 DAY OF JANUARY 20 14
AND ENDING SEPTEMBER 30, 2014

804 2013 01074.0002 PAID



2013-2014

**MARTIN COUNTY ORIGINAL
BUSINESS TAX RECEIPT**

HONORABLE RUTH PIETRUSZEWSKI CFC, TAX COLLECTOR
3485 S.E. WILLOUGHBY BLVD., STUART, FL 34994
(772) 288-5604

ACCOUNT ~~1992-290-0012~~ CERT _____
PHONE ~~(772) 692-4700~~ SIC NO ~~811212~~
LOCATION:
1680 NW FEDERAL HWY MAR

CHARACTER COUNTS IN MARTIN COUNTY

PREV YR. \$.00 LIC. FEE \$ 26.25
\$.00 PENALTY \$ 6.56
\$.00 COL. FEE \$ 6.60
\$.00 TRANSFER \$.00
TOTAL 39.41

IS HEREBY LICENSED TO ENGAGE IN THE BUSINESS, PROFESSION OR OCCUPATION
OF **COMPUTER REPAIR**
AT LOCATION LISTED FOR THE PERIOD BEGINNING ON THE

KREIDER, BECKI
THE COMPUTER STATION COMPANY
1680 NW FEDERAL HWY
STUART, FL 34994

30 DAY OF JANUARY 20 14
AND ENDING SEPTEMBER 30, 2014

804 2013 01074.0001 PAID





CERTIFICATE OF LIABILITY INSURANCE

THECO-1

OP ID: SW

DATE (MM/DD/YYYY)

05/09/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kearns Agency of Florida Inc. P O Box 1849 Jensen Beach, FL 34958 Lawrence E. Kearns	Phone: 772-334-5822 Fax: 772-334-0940	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED The Computer Station, Co., Inc Edwain Maxwell, President 1680 NW Federal Hwy. Stuart,, FL 34994	INSURER A : Southern Owners Insurance Co.		10190
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	X	72741344	04/27/2013	04/27/2014	EACH OCCURRENCE	\$ 500,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person)	\$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY	\$ 500,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					GENERAL AGGREGATE	\$ 1,000,000
						PRODUCTS - COMP/OP AGG	\$ 1,000,000
							\$
A	AUTOMOBILE LIABILITY		72741344	04/27/2013	04/27/2014	COMBINED SINGLE LIMIT (Ea accident)	\$ 500,000
	<input type="checkbox"/> ANY AUTO	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per accident)	\$
	<input checked="" type="checkbox"/> HIRED AUTOS					PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB					EACH OCCURRENCE	\$
	EXCESS LIAB					AGGREGATE	\$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/> N / A				E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Stuart is listed as an additional insured with regards to the General Liability.

Project RFP #2011-97: Desktop/Server Computer Equipment.

CERTIFICATE HOLDER**CANCELLATION**

City of Stuart 121 SW Flagler Ave Stuart,, FL 34994	STUARTC	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE 

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2014 FLORIDA PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# S81845

Entity Name: THE COMPUTER STATION, CO.

Current Principal Place of Business:

1680 NW FEDERAL HWY
STUART, FL 34994

FILED
Apr 19, 2014
Secretary of State
CC7775390105

Current Mailing Address:

1680 NW FEDERAL HWY
STUART, FL 34994 US

FEI Number: 65-0282300

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

KREIDER, REBECCA
1680 NW FEDERAL HWY
STUART, FL 34994 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE:

Electronic Signature of Registered Agent

Date

Officer/Director Detail :

Title	V	Title	P
Name	KREIDER, REBECCA	Name	MAXWELL, EDWIN F
Address	1680 NW FEDERAL HWY	Address	1680 NW FEDERAL HWY
City-State-Zip:	STUART FL 34994	City-State-Zip:	STUART FL 34994

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: EDWIN F MAXWELL

PRESIDENT

04/19/2014

Electronic Signature of Signing Officer/Director Detail

Date

CompTIA®

*A+® Certified Professional
IT Technician*

This certifies that:

Marc Rokaw

has successfully completed the requirements to be recognized as a:
CompTIA A+ Certified Professional

COMP001008304453

Career ID Number

February 7, 2009

Date Certified



Todd Thibodeaux, President/CEO

This certification exam will be current through December 2012

Training

[How to Upgrade >](#)

REGISTERED

GOLD

PLATINUM

Hi Ed

Business ID: 10046652
Level: GOLD

Training Credits 5 of 5

0

50

100

45 Credits to Gold

[Take a course >](#)

TRAINING

Earn credit toward higher membership tiers and increase your knowledge through Intel® Technology Provider Training courses.

[Browse training and events >](#)

My Rank: 1

Credits

1. Ed Maxwell

5

Company's Courses

For: All Participants

Date: 2013

Courses Completed - 2013

Show 50 entries

Title	Participant Name	Date	Category	ID	Credits
2013 Wireless Key Features	Marc Rokaw	Nov 21, 2013	Online Course	18162	4
3rd Gen Intel® Core™ vPro™ Processor Crimeware Protection	Marc Rokaw	Jan 08, 2013	Online Course	16456	2
4th Generation Intel® Core™ Processors	Marc Rokaw	Nov 21, 2013	Online Course	19328	2
A Tale of Two Servers - Week 1 Training Credits	Marc Rokaw	Nov 21, 2013	Event/F2F	18998	2
Inspire Your Customers with Enabled Apps for Ultrabook™ and Windows* 8	Marc Rokaw	Jun 18, 2013	Online Course	17924	2
Intel(R) Arcade Quiz #3	Marc Rokaw	Aug 13, 2013	Event/F2F	19309	3
Intel® Core™ with Small Business Advantage: New Opportunities with Small Business	Marc Rokaw	Jan 08, 2013	Online Course	15973	2
Intel® Xeon® Processor E3-1200 v3 Product Family: Integration Guide	Marc Rokaw	Nov 21, 2013	Online Course	19889	2
Learn About the New Intel Server Configurator Tool	Marc Rokaw	Nov 21, 2013	Online Course	19387	2
NA Channel Webinar: IT at Intel: Windows 8 Deployment Best Practices	Marc Rokaw	Nov 21, 2013	Event/F2F	20344	5
NA Channel Webinar: Working Your Benefits with Intel Technology Provider	Marc Rokaw	Nov 19, 2013	Event/F2F	20221	5
Network Attached Storage (NAS)	Marc Rokaw	May 06, 2013	Online Course	15948	3
Overclocking 4th Generation Intel® Core™ Processors. An overview of what's new	Marc Rokaw	Dec 05, 2013	Online Course	18991	3
PC Refresh and Ultrabook™	Marc Rokaw	Dec 04, 2013	Online Course	19329	2
Q4 Sprint Bonus 14 TC	Marc Rokaw	Dec 11, 2013	Online Course	19713	14
Total Credits					73



**Technology
Provider
Gold 2013**

THE COMPUTER STATION CO

has attained Gold Member status in the Intel® Technology Provider Program.

A handwritten signature in cursive script that reads "Steve Dallman".

Steve Dallman
Vice President, Sales and Marketing Group
General Manager, Reseller Channel Organization



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Intel® Profile Center

Welcome Ed Maxwell
Business ID: 10046652
Business Name: The Computer Station Co.

Intel® Reseller Center

Logout

Programs

My Information

Business Information

Business Profile

Settings

Check or Update Information

My Information

Check E-mail Address

Check Phone Number

Check Job Function

Business Information

Check Mailing Address

Check Physical Address

Program Membership Summary

Programs	Membership Status	Date (MM-DD-YYYY)	Valid Until (MM-DD-YYYY)
Intel® Technology Provider Gold Partner Gold Enhanced Level 1 Status:Not Activated Click here to see the benefit details	Member	07-03-2005	12-31-2014
Channel Points Program	Member	06-12-2010	Not Applicable
ILN User	Member	01-06-2010	Not Applicable

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* Site best viewed in Internet Explorer 8

The Computer Station Co.
Server Notes

Ordering Number	Description Unit	Qty
	Manufacturer	
R1304BB4GS9	Intel Intel Server System R1304BB4GS9	1
	Incl Intel Intel Server Board S2400BB4	1
	Incl Intel Power distribution board	1
	Incl Intel 3.5in Hot-swap drive carriers (FXX35HSADPB)	4
	Incl Intel Riser card (F1UBBPCIEX16)	1
	Incl Intel Riser card (A1UL8RISER)	1
	Incl Intel 890mm length SFF8087 cable	1
	Incl Intel 750W AC, Platinum Efficient Power Supply	1
	Incl Intel System fans (FR1000FAN10P)	3
	Incl Intel Processor Heat Sinks (FXXE90X90HS)	2
	Incl Intel Airduct	1
BX80621E52407	Intel Intel Xeon Processor E5-2407 (2.20 GHz, 10MB L3 Cache, 80W)	2
KVR13R9S4/4I	Kingston 4GB (1x4GB) RDIMM, DDR3, 1 Rank, 1333MHz	3
WD Black WD5000BPKX	Hard drive - 500 GB - internal	4
RKSATA4R5	(Black - Enables 4 SATA ports with ESRT2 RAID 5) - Includes Storage Key and Installation Guide for 4 port SATA with Intel ESRT2 RAID 0/5/10	
RKSATA4R5	Intel	

The Xeon E-2407 CPU exceeds the speed of the older E5- 5500 series Xeon
Ram is quoted as 12 Gig, this server does RAM in banks of 3

1

Pricing on the 2U case is based on upgrading the 1 U server to a 2 U server

Main Specifications

Product Description	Intel Server System R1304BB4GS9 - no CPU - 0 MB - 0 GB
Type	Server
Form Factor	Rack-mountable - 1U
Server Scalability	2-way
Processor	No CPU
Processor Socket	LGA1356 Socket
RAM	0 MB (installed) / 384 GB (max) - DDR3 SDRAM - ECC
Storage Controller	RAID (SATA 6Gb/s) ; RAID (SATA 3Gb/s)
Server Storage Bays	Hot-swap 3.5"
Hard Drive	No HDD
Video Memory	16 MB
Networking	GigE
Power	AC 120/230 V (50/60 Hz)
Power Redundancy	Yes
Dimensions (WxDxH)	17.2 in x 24.7 in x 1.7 in
Manufacturer Warranty	3 years warranty

Extended Specifications

General

Type	Server
Product Form Factor	Rack-mountable - 1U
Server Scalability	2-way
Front Accessible Bays Qty	1
Hot-Swap Bays Qty	4

Processor / Chipset

CPU	No CPU
Max CPU Qty	2
CPU Upgradability	Upgradable
CPU Socket	LGA1356 Socket
Chipset Type	Intel C602-A

RAM

Installed Size	0 MB / 384 GB (max)
Technology	DDR3 SDRAM - ECC
Form Factor	DIMM 240-pin
Features	Unbuffered, registered, quad channel memory architecture, Load-Reduced DIMM

Hard Drive
Type No HDD

Storage Controller

Type 1 x RAID - integrated
Controller Interface Type SATA 6Gb/s
Channel Qty 2
RAID Level RAID 0, RAID 1, RAID 5, RAID 10

Storage Controller (2nd)

Type 1 x RAID - integrated
Controller Interface Type SATA 3Gb/s
RAID Level RAID 0, RAID 1, RAID 5, RAID 10

Monitor

Monitor Type None.

Graphics Controller

Type Integrated
Video Memory 16 MB

Networking

Type Integrated
Ethernet Ports 4 x Gigabit Ethernet
Data Link Protocol Ethernet, Fast Ethernet, Gigabit Ethernet
Remote Management Protocol IPMI 2.0

Expansion / Connectivity

Bays 4 (total) / 4 (free) x internal 3.5"
Slots 2 (total) / 2 (free) x CPU
12 (total) / 12 (free) x DIMM 240-pin
6 (total) / 6 (free) x PCIe 3.0 x8
2 (total) / 2 (free) x PCIe 3.0 x16
1 (total) / 1 (free) x PCIe 2.0 x8
Interfaces 1 x VGA
USB 2.0
1 x serial
4 x LAN (Gigabit Ethernet)
1 x management

Power

Device Type	Power supply
Power Redundancy	Yes
Power Redundancy Scheme	1+1 (with optional power supply)
Installed Qty	1
Max Supported Qty	2
Nominal Voltage	AC 120/230 V (50/60 Hz)
Power Provided	750 Watt

Manufacturer Warranty

Service & Support	3 years warranty
Service & Support Details	Limited warranty - 3 years

Dimensions & Weight

Width	17.2 in
Depth	24.7 in
Height	1.7 in