

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Approve Sole Source Procurement and the issuance of Purchase Orders for the acquisition of parts and repair services for the detection equipment at the Criminal Justice Center and other secured locations throughout the County (Through the life of the equipment)

DEPARTMENT: Administrative Services

DIVISION: Purchasing and Contracts

AUTHORIZED BY: Frank Raymond

CONTACT: Betsy Cohen

EXT: 7112

MOTION/RECOMMENDATION:

Approve Sole Source Procurement and the issuance of Purchase Orders for the acquisition of parts and repair services for the detection equipment at the Criminal Justice Center and other secured locations throughout the County through the life of the equipment with Smiths Detection, Warren, NJ (Not-to-exceed \$40,000.00 per year).

County-wide

Ray Hooper

BACKGROUND:

Smiths Detection is the sole provider, in the United States, of spare parts and repair services for the County's X-Ray Inspection and Trace Detection equipment. The equipment is located at the Criminal Justice Center, Juvenile Justice Center and other secured locations throughout the County. The Contractor will provide full coverage during normal working hours to include labor, parts and incidentals necessary to maintain the equipment in operational conditions. Smiths Detection manufacturers a full line of OEM parts and consumables for Smiths equipment. Authorization for performance by the Contractor will be by written Purchase Orders issued and executed by the County on an as needed basis. The estimated annual usage for these services is \$40,000.00.

STAFF RECOMMENDATION:

Staff recommends that the Board approve Sole Source Procurement and the issuance of Purchase Orders for the acquisition of parts and repair services for the detection equipment at the Criminal Justice Center and other secured locations throughout the County through the life of the equipment with Smiths Detection, Warren, NJ (Not-to-exceed \$40,000.00 per year).

ATTACHMENTS:

- 1. Scope of Services
- 2. Sole Source
- 3. Service

<p>Additionally Reviewed By:</p> <p><input type="checkbox"/> County Attorney Review (Ann Colby)</p>
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Service Agreements

The company Service Agreement solutions are cost-effective programs designed to eliminate unplanned maintenance and emergency repair expense and minimize unexpected downtime.

Post Warranty Service Agreements – Smiths Detection offers cost-effective fixed price Service Agreements for the company full line of X-ray and trace products. In addition to the company standard variety of support plans, we can also customize a plan to the individual needs of the customer.

Preventative Maintenance & Radiation Surveys - This service provides the company customers with the factory recommended maintenance and safety inspections for their Smiths Detection equipment and is performed by Smiths Detection Certified Field Service Engineers.

System Account Specialist (SAS) Program - We also offer a System Account Specialist coverage option for those customers who have a quantity of equipment within close proximity to each other. In this arrangement, we will place a Smiths Detection certified Field Service Engineer at the customer location to provide immediate, focused support and regular maintenance.

Parts and Consumables

Smiths Detection offers a full complement of parts & consumables for all of the company products. The trace detection consumables are specifically produced to maximize the performance of the company products and provide the company customers with the finest quality materials to assure consistent trace sampling and accurate results.

Original Equipment – Original Supplies - Smiths Detection manufactures a full line of OEM parts and consumables for Smiths equipment. All of the company Trace Detection consumables provide the company customers with the highest quality products to ensure maximum performance for Smiths Detection equipment.

Prompt Order Processing - Parts and consumable orders are generally fulfilled the same day the order is placed with us, with options for delivery to meet County needs. Combining multiple warehouse locations with the company logistics centers being open 24/7/365 assures you with timely order processing and quick, reliable delivery.

Customized Plans - Depending on the County needs, Smiths Detection can provide you with automated shipping processes and/or predetermined quantities, thus relieving materials staff of the burden of constant supply monitoring. This service ensures that staff will always have adequate supplies at the company location when you need them.

On-Site Service

All Field Service Engineers performing on-site activities receive and successfully complete Smiths' prescribed operator and technical training curriculum. The curriculum consists of classroom instruction and thorough hands-on laboratory sessions focusing on system operation, removal and replacement procedures for service parts and assemblies and equipment troubleshooting techniques

Installations, Warranty & Chargeable Repairs - The company on-site services include installations, as well as providing the factory recommended maintenance and safety inspections. In addition, the company team of Field Service Engineers also perform all necessary equipment repairs in the field, whether you are under warranty, Service Agreement or operating on a time and material basis.

Geographically Located FSEs by Installed Base - In addition to the company strategically placed Field Service Engineers, Smiths Detection has created a Third Party Service Network. These relationships allow us to provide the company customers even greater local coverage capability ensuring rapid response to minimize downtime.

Force Commensurate with Installed Base & Commitment Levels - The company scalable On-Site Service Team is able to ramp up to meet the needs of the company ever growing customer base and their expanding requirements. The company support reach has allowed us to operate with mean-time-to-restore of less than 24 hours for most service interventions