

**DEPARTMENT OF BUDGET AND MANAGEMENT
ACTION AGENDA**

INFORMATION TECHNOLOGY CONTRACT

ITEM: 4-IT **Agency Contact:** Ellis Kitchen (410) 260-2994
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DEPARTMENT/PROGRAM: Budget and Management (DBM)
Office of Information Technology (OIT)

CONTRACT ID: 050R5800331;
Wireless Antennae, Transmission Line and RF
Conditioning Hardware Contract
ADPICS NO. 050B6800040

CONTRACT DESCRIPTION: Contract to provide State agencies with an
economical and efficient way to obtain wireless antennae, transmission line and radio frequency
(RF) conditioning off-the-shelf hardware equipment to support various wireless communication
sites and facilities located throughout the State (see Requesting Agency Remarks below).

AWARD: Tessco, Inc.
Hunt Valley, MD

TERM: 3/6/2006 - 3/31/2011

AMOUNT: \$15,000,000 Est. (5 Years, 26 Days)

PROCUREMENT METHOD: Competitive Sealed Proposals

BIDS OR PROPOSALS: Only one acceptable proposal received

MBE PARTICIPATION: None (see Requesting Agency Remarks below)

FUND SOURCE: Various Agencies

APPROP. CODE: F10A04

INCUMBENTS: None

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REQUESTING AGENCY REMARKS: A notice of the availability of the Request for Proposals (RFP) was advertised in the *Maryland Contract Weekly* and at the *eMarylandMarketplace.com* website. Copies of the solicitation notice were mailed directly to eight prospective vendors, two of which were Maryland firms and included no MBEs. A copy was also sent to the Governor's Office of Minority Affairs. This contract basically supplies off-the-shelf hardware equipment. There are no other services provided, therefore, no MBE goal was established.

A total of two offers were received for this contract. However, one offer was deemed not reasonably susceptible of being selected for award and the offeror was so notified. This left only one acceptable proposal. Award is recommended to Tessco, Inc. ("Tessco"). Tessco's technical proposal was deemed to be acceptable and it was also determined to be responsible and its financial offer was considered fair and reasonable.

The purpose of this procurement is to allow all State agency and participating local government agencies to efficiently procure wireless antennae, transmission line and RF conditioning hardware equipment at discount prices to support wireless communication sites throughout Maryland. This equipment consists of microwave dish antennas for land mobile radios; transmission lines; wave guides; and RF connectors, combiners, filters and duplexers.

There are eight off-the-shelf equipment categories under this contract. For each of the eight categories, the RFP listed several acceptable manufacturers. Because of the need for warranty support, if a responding vendor was not the manufacturer, the RFP required a Letter of Support (LOS) from the manufacturer covering the period of this contract. This LOS was required for each vendor acting as an authorized distributor of each manufacturer's equipment.

An analysis was made as to why there were only two offers received for this contract. A telephone survey was made of all companies that attended the pre-proposal conference. It was determined from non-responding vendors that:

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- Half the companies polled wished to provide services-only, which were not included in this hardware-only contract; and
- The remaining vendors polled indicated that they were unable to become distributors and get LOSs from manufacturers.

The *Award Amount* above is based upon the budget for this equipment. Contract payments are based upon discounts off of manufacturers' list prices.

RESIDENT BUSINESS: Yes

MD TAX CLEARANCE: 05-2691-0111

Board of Public Works Action - The above referenced Item was:

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|-----------------|-------------|--------------------|-----------|
| APPROVED | DISAPPROVED | DEFERRED | WITHDRAWN |
| WITH DISCUSSION | | WITHOUT DISCUSSION | |