



CCPS

Collier County
Public Schools

Purchasing

INVITATION TO BID

Bid Number and Title:

20-057 Technology Equipment, Software & Services
Catalog Discount

Posting Date:

January 21, 2020

Bid Due Date & Time:

2:00PM, Tuesday, February 11, 2020

(TBs received after this time and date will not be accepted)

*Florida Tax Exempt #85-8012621827C-2
A 188126 (Federal) FEID 59-6000557*

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations to attend public openings or meetings sponsored by the School District shall contact the Purchasing Department at (239) 377-0047, at least five (5) business days prior to the scheduled opening or meeting.

Acknowledgement

This acknowledgement MUST be completed, signed and returned with submittal. Failure to do so will be cause for rejection of bid.

Company Name:

Encore Broadcast

Phone #:

813-335-2815

Fax #:

813-254-5907

Street Address:

2104 W. Kennedy Blvd

City:

Tampa

State:

FL

Zip Code:

33606

E-Mail Address:

mfebres@encorebroadcast.com

Website (optional):

www.encorebroadcast.com

I certify that this bid is made without prior understanding, agreement or connections with any corporation, firm or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder. In submitting a bid to Collier County Public Schools (CCPS) the bidder offers and agrees that if the bid is accepted, the bidder will convey, sell, assign or transfer to CCPS all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by CCPS. At CCPS's discretion, such assignment shall be made and become effective at the time CCPS tenders final payment to the bidder.

X

M.O. Febres Jr

Authorized Signature (Manual)

Date

2-10-2020

Martin O. Febres Jr

Typed / Printed Name

Sales Consultant

Title

NO BID: I hereby submit this as a "NO BID" for the reasons checked below:

<input type="checkbox"/> 1. Specifications were unclear or restrictive	<input type="checkbox"/> 6. We do not offer the product or service requested
<input type="checkbox"/> 2. Our schedule will not permit us to respond	<input type="checkbox"/> 7. Cannot supply at this time.
<input type="checkbox"/> 3. Could not meet specifications	<input type="checkbox"/> 8. Cannot meet delivery schedule
<input type="checkbox"/> 4. Terms & Conditions were unclear or restrictive	<input type="checkbox"/> 9. Other/Remarks:
<input type="checkbox"/> 5. Could not meet Insurance requirements	

All bids shall be submitted in a **sealed** envelope / package and clearly labeled as follows:

**"SEALED BID #20-057 Technology Equipment, Software & Services Catalog Discount
2:00PM, Tuesday, February 11, 2020"**
BIDDER NAME
BIDDER ADDRESS, CITY, STATE, ZIP CODE
BIDDER PHONE #
BIDDER E-MAIL ADDRESS

Today's Learners • Tomorrow's Leaders

5775 Osceola Trail | Naples, Florida 34109 | p: 239.377.0047 | f: 239.377.0074
e: purchasing@collierschools.com | www.collierschools.com

BID SHEET # 20-057 TECHNOLOGY EQUIPMENT, SOFTWARE & SERVICES CATALOG DISCOUNT

Please complete the following; failure to complete in full may be cause for rejection of bid.

Name of Bidder: Encore Broadcast Solutions**A. References (please use additional paper if necessary):****Reference #1**

Name of Organization: Pinellas County Schools
 Contact Name/Title: Corinne McManning-ITV Broadcast Maintenance Technician
 Phone Number: 727-588-6400
 Address: 301 Fourth St SW
 City/State/Zip: Largo, FL 33779
 Types of Goods Sold: Video cameras, tripods, teleprompter
Audio mixer, Video switcher, Studio lights, UPS battery backup
 Dates of Delivery (mm/yy to mm/yy): 08/2019 to 07/31/2020

Reference #2

Name of Organization: School District of Hernando County
 Contact Name/Title: Joyce McIntyre-Director of Finance & Purchasing
 Phone Number: 352-797-7000
 Address: 919 North Broad Street
 City/State/Zip: Brooksville, FL 34601
 Types of Goods Sold: Interactive Flat Panels, Camcorders,
Projectors, Microphones-Wired & Wireless, ETC.
 Dates of Delivery (mm/yy to mm/yy): 7/2017 to 6/2020

Reference #3

Name of Organization: Hillsborough County Public Schools
 Contact Name/Title: Christine Jones-Sr. Procurement Officer
 Phone Number: 813-272-4371
 Address: 901 East Kennedy Blvd
 City/State/Zip: Tampa, FL 33602
 Description of Goods Sold: Camcorder, Switcher, Microphones,
Lamps, Monitors, Installation, Service Call
 Dates of Delivery (mm/yy to mm/yy): 1/2015 to 4/2020

B. Organization Description (to include: brief history of organization, number of years in business, experience in industry and a brief description of items/services offered).

Encore Broadcast was founded in 1992 in Tampa, FL as a small reseller of consignment audio visual equipment. As a Systems Integrator with 28 years of experience, our focus remains in the House of Worship, Government (city & county), Education (K-12 & Higher Ed), Corporate, Sports, (College & Pro), Entertainment and Healthcare. Being a State of Florida certified Woman-Owned Business, we partner with close to 400 brands of products, but not limited to, Camcorders, Switchers, Tripods, Interactive Flat Panels, Teleprompters, Cables, Lighting, Audio equipt, etc.

C. Location

Storefront Location:

Address: 2104 W. Kennedy Blvd
Tampa, FL 33606

Telephone: 813-253-2774

Fax: 813-254-5907

Warehouse Location:

Address: 2104 W. Kennedy Blvd.
Tampa, FL 33606

Telephone: 813-253-2774

Fax: 813-254-5907

D. Service Representative:

Contact Name: Martin O. Febres Jr

Telephone (business hours): 813-335-2815

E-Mail Address: mfebres@encorebroadcast.com

- E. **Pricing** - All prices shall be as described in this ITB to perform all necessary services. Price shall include any and all necessary charges (no additional monies will be allowed).

COMPANY NAME: Encore Broadcast

CATALOG(S)/WEBSITE/MANUFACTURER Please use the included TecNec and Comprehensive catalogs, plus www.encorebroadcast.com/our-partners

SUPPLIES DISCOUNT 12 %

Indicate which items are considered "Supplies":

Coax cables, Cat# cables, HDMI plus various others, connectors, adapters, etc.

EQUIPMENT DISCOUNT 15 %

Indicate which items are considered "Equipment":

Camcorders, switchers, projectors, IFP (Interactive Flat Panels), Tripods, etc

SOFTWARE DISCOUNT 10 %

Indicate which items are considered "Software":

Video Editing (Adobe, ~~Avid~~, etc), Streaming Media, Teleprompter, Chroma Key, Plug-Ins, etc

SERVICES DISCOUNT 15 %

Indicate which items are considered "Services":

Labor Rate (during normal school hours) \$115⁰⁰ per hr
Service/Travel/Call Charge is \$55⁰⁰ per hr

EXCEPTIONS: On some Newtek, Lectrosonics, Sony and Panasonic products have an unilateral pricing structure, therefore all vendors must sell the item at the same price. Depending on the model number, I can immediately notify of the price.

MINIMUM ORDER AMOUNT: \$ 35⁰⁰

SHIPPING CHARGES / TERMS: To be determined - depending on the size and weight of the box

SALES REPRESENTATIVE

NAME: Martin O. Febres Jr

TELEPHONE # 813-335-2815

FAX # 813-254-5907

EMAIL ADDRESS: mfebres@encorebroadcast.com

CATALOG WEBSITE: www.encorebroadcast.com/our-partners

DATE: 2-10-2020

Additional Comments:

Please see the submitted document of corporation plus the State of Florida Woman Business Certification and the City of Tampa Minority and Small Business Development Certification.

Exhibit A - Conflict of Interest Statement

Bidder shall complete **Exhibit A – "Conflict of Interest Statement"** attached hereto and submit with bid.

I hereby certify that:

I, Martin O. Febres Jr, am the Sales Executive
(Printed name) (Title)

and the duly authorized representative of the firm of Encore Broadcast
(Name of Firm)

whose address is 2104 W. Kennedy Blvd, Tampa, FL 33606

and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting. I do hereby disclose:

- I. The name(s) of any company owner, officer, director, employee or agent who is an employee of Collier County Public Schools¹ and/or is an employee of Collier County Public Schools¹ and owns, directly or indirectly, an interest of five percent (5%) or more of the bidding company.

N/A

AND/OR

- II. The name of any company owner, officer, director, employee or agent who has a spouse or child that is an employee of Collier County Public Schools¹. Please list name(s) of employee and CCPS employee & department/site.

N/A

AND/OR

- III. Any company owner, officer, director, employee or agent of the firm who has any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project.

N/A

1 – Please include the Collier County Public School department/site when listing a CCPS employee.

The above information is true and correct to the best of my knowledge.

M.O. Febres Jr
 Signature

Martin O. Febres Jr
 Printed Name

2-10-2020
 Date

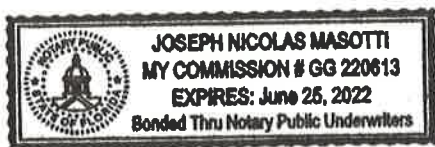
Encore Broadcast
 Organization Name

State of: FLORIDA

County of: HILLSBOROUGH

Subscribed and sworn to before me this 10 day of FEBRUARY, in the year 2020

by MARTIN FEBRES who is personally known to me or has produced
 as identification.



(Seal)

Joseph N. Masotti
 NOTARY PUBLIC, signature

JOSEPH N. MASOTTI
 PRINTED NAME

Commission#: GG 220613

Commission expires: JUNE 25, 2022

Exhibit B - Affidavit Concerning Illegal Aliens

The undersigned deposes and states that Encore Broadcast (Organization Name) complies with the provisions of Section 274A of the Immigration and Nationality Act; that Encore Broadcast (Organization Name) substantiates that all employees providing services or involved in any way on projects funded directly by or assisted in whole or part by state & grant funds or federal stimulus dollars can legally work in the United States and complies with the provisions of federal and state laws, and will maintain such throughout the life of this contract. Any misrepresentation or any employment of persons not authorized to work in the United States constitutes a material breach and shall be cause for the imposition of monetary penalties up to five percent (5%) of the contract price, per violation, and immediate termination of the contract for all awarded sites.

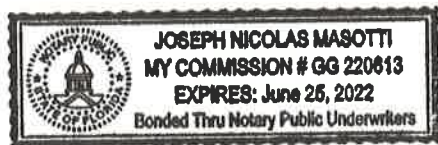
M.O. Febres Jr
 Signature
Martin O. Febres Jr
 Printed Name
Sales Executive
 Title

2-10-2020
 Date
Encore Broadcast
 Organization Name
2104 W. Kennedy Blvd, Tampa
 Address, City & State
FL 33606

State of: FLORIDA

County of: HILLSBOROUGH

Subscribed and sworn to before me this 10 day of FEBRUARY, in the year 2020
 by MARTIN O. FEBRES who is personally known to me or has produced _____
 as identification.



(Seal)

Joseph N. Masotti
 NOTARY PUBLIC, signature
JOSEPH N. MASOTTI
 PRINTED NAME
 Commission#: GG220613
 Commission expires: JUNE 25, 2022

Exhibit C - Debarment Form

**CERTIFICATION REGARDING, DEBARMENT, SUSPENSION
INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510 Participants responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 4722-4733).

***** BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON NEXT PAGE *****

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Date:

February 10, 2020

Organization Name:

Encore Broadcast

Names & Titles of Authorized Representative(s):

Signature

Signature

Signature

Printed Name & Title

Printed Name & Title

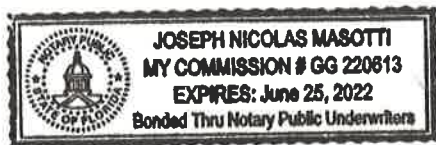
Printed Name & Title

State of: FLORIDA

County of: HILLSBOROUGH

Subscribed and sworn to before me this 10 day of FEBRUARY, in the year 2020

by MARTIN Q FEBRES who is personally known to me or has produced
as identification.



(Seal)

NOTARY PUBLIC, signature

PRINTED NAME

Commission#: GG 220613

Commission expires: JUNE 25, 2022

Exhibit C - Debarment Form Instructions

1. By signing and submitting this form, the prospective lower tier participant is providing the certification set out herein in accordance with these instructions.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "person", "primary covered transaction", "principal", "proposal", "voluntarily exclude", as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.
5. The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this form that it will include this Exhibit without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a perspective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction may pursue available remedies, including suspension and/or debarment.

Encore Broadcast

M.O. Febres Jr 2-10-2020 Martin O. Febres Jr

Exhibit D - Drug Free Workplace Certification

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more responses, which are equal with respect to price, quality and service, are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie responses will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

- a. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- b. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- c. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (a).
- d. In the statement specified in subsection (a), notify the employees that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- e. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is convicted.
- f. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above drug-free workplace requirements.

M.O. Febres Jr
Signature
Martin O. Febres Jr
Printed Name
Sales Executive
Title

2-10-2020
Date
Encore Broadcast
Organization Name
2104 W. Kennedy Blvd.
Address, City & State
Tampa, FL 33606

Exhibit JLA - Jessica Lunsford Act Statement / Vendor & Contractor Responsibilities

Each Vendor and Contractor of Collier County Public Schools shall comply with the following **after** they have received notification of their award, however, this statement must be completed and returned with ITB. Please note that procedures and policies may change without notification.

1. All personnel will be required to obtain badges through the State of Florida. Badging assistance may be provided by the CCPS Human Resources (HR) Department.
2. Badges will only be issued to vendors with contracts, purchase orders or direct permission from an authorized CCPS Department. All vendors requesting badges must submit all insurances, proof of contract etc. to the Legal Department prior to the issuance of any badge.
3. Provide HR with a list of individuals that will be assigned to this contract, along with their home address, phone number, date of birth and driver's license number (forms are available through the HR Department).
4. There is a fingerprinting and State badge fee, which can be viewed at the link below. This badge must be worn in plain sight when vendor/contractor employees are on school grounds.
5. Contractor with current issued State badges, commencing work with CCPS, shall complete necessary paperwork and submit to CCPS Human Resource Department.
6. Vendor shall notify CCPS when any individual has left their company or been terminated.
7. Use of an individual's badge by another individual is a terminable offense. All individuals MUST be properly badged.
8. It will be the responsibility of the contractor to insure they meet any and all badging requirements.

***Please note fingerprinting and badging procedures are subject to change without notification.** It will be the Contractor's responsibility for any modification or change to any of the fingerprinting or badging requirements and to insure they meet all State and CCPS requirements. Vendors can do this by monitoring the CCPS's web site, <http://www.collierschools.com/hr> for updates and changes in procedure.

I acknowledge that I've read, understand and will comply with the Vendor/Contractor Responsibilities as listed above.

Signature

M.O. Febres Jr

Printed Name

Sales Executive

Title

Date

2-10-2020

Organization Name

Encore Broadcast

Address, City & State

2104 W. Kennedy Blvd

Tampa, FL 33606

*All pricing subject to change without notification.

Purchases from this Bid by Other Agencies - Statement

Collier County Public Schools is a member of the S.W. Florida Cooperative Purchasing Consortium. Other members include governmental entities in Charlotte, Collier, Hendry and Lee Counties. CCPS is also a member of the Bay Area Schools Purchasing Consortium (BASPC); other members include the school boards of Brevard, Charlotte, Hernando, Hillsborough, Lake, Lee, Manatee, Osceola, Pasco, Pinellas, Polk, Sarasota, Seminole; and additional Florida school boards may join the Consortium. Indicate here if these entities may also purchase from this bid pursuant to the same terms and conditions:

YES ☒ NO ☐

Indicate here if other governmental entities throughout the State of Florida may purchase from this bid pursuant to the same terms and conditions:

YES ☒ NO ☐

List any exceptions here:

N/A

M.O. Febres Jr
 Signature
Martin O. Febres Jr
 Printed Name
Sales Executive
 Title

2-10-2020
 Date
Encore Broadcast
 Organization Name
2104 W. Kennedy Blvd
 Address, City & State
Tampa, FL 33606

Bidder Checklist (please note this checklist may not be all-inclusive of items needed):

- | | |
|---|---|
| <input checked="" type="checkbox"/> Original bid submission. | <input checked="" type="checkbox"/> Business License(s) |
| <input checked="" type="checkbox"/> Completed Bidder Acknowledgement (pg. 1) | <input checked="" type="checkbox"/> Exhibit A - Conflict of Interest Statement |
| <input type="checkbox"/> Completed Addenda pertaining to this ITB (if applicable) | <input checked="" type="checkbox"/> Exhibit B - Affidavit Concerning Illegal Aliens |
| <input checked="" type="checkbox"/> Completed Bid Sheet | <input checked="" type="checkbox"/> Exhibit C - Debarment form |
| <input checked="" type="checkbox"/> References | <input checked="" type="checkbox"/> Exhibit D - Drug Free Workplace Certification |
| <input checked="" type="checkbox"/> Organization Description | <input checked="" type="checkbox"/> Exhibit JLA |
| <input checked="" type="checkbox"/> Location (if applicable) | <input checked="" type="checkbox"/> Purchases from this bid by other agencies statement |
| <input checked="" type="checkbox"/> Sales / Service Representative | |

*****Please note that it is not necessary to return every page of this ITB with the bid proposal; return only the pages that require information or signatures***

END OF ITB


State of Florida

Woman Business Certification

Encore Broadcast Equipment Sales, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:

08/15/2019 to 08/15/2021



Jonathan R. Satter, Secretary
Florida Department of Management Services



Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd



Minority and Small Business Development

Certification Program

This is to certify that in accordance with City of Tampa Ordinance 2008-89

ENCORE BROADCAST EQUIPMENT SALES, INC. DBA ENCORE BROADCAST SOLUTIONS

is hereby certified as a

Women Business Enterprise (WBE)

In the following specialty(ies)

Audio Visual Equipment and Supplies

This certification is valid from November 27, 2018 to November 27, 2020

Updates for recertification are required prior to the expiration date listed above. If at any time changes are made in your firm that are not in concert with our eligibility requirements, you agree to report those changes to us for evaluation. The City of Tampa reserves the right to terminate this certification at anytime it determines eligibility requirements are not being met.

Gregory K. Hart, Manager
Minority and Small Business Development

State of Florida

Department of State

I certify from the records of this office that ENCORE BROADCAST EQUIPMENT SALES, INC. is a corporation organized under the laws of the State of Florida, filed on September 9, 1991.

The document number of this corporation is S79043.

I further certify that said corporation has paid all fees due this office through December 31, 2020, that its most recent annual report/uniform business report was filed on January 22, 2020, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-second day of January,
2020*



Randy Bue
Secretary of State

Tracking Number: 7488770333CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Receipt # 2020000646 | Control No. 041005

For Period Commencing JULY 1ST, 2019 | and ending September 30, 2020

Total: \$2,246.41 | Dated 09/23/2019 | Application # 005

This Business Tax Receipt does not permit the holder to operate in violation of any City Law or Ordinance including, but not limited to, Zoning and other land use regulations. If in doubt, the holder should verify that he or she has the appropriate zoning by calling the Office of Land Development Coordination at 274-3100. This Business Tax Receipt must be conspicuously posted in place of business.

Classification	Description	Amount
87620	INVENTORY	2,004.89
87586	WHOLESALE DEALER	231.52
993000	ADMIN HANDLING FEE	10.00
PAID This Business Tax Receipt was Paid on Date: 8/27/19		
		By: JT

2020
CITY OF TAMPA
TAX RECEIPT
BUSINESS
TAX
DIVISION

Business Name and Address
ENCORE BROADCAST EQUIPMENT SALES INC
2104 W KENNEDY BLVD
TAMPA FL 33606-1535

Business Name and Location
ENCORE BROADCAST EQUIPMENT SALES
2104 W KENNEDY BLVD
TAMPA FL 33606-1535