

FYI TO COMMISSIONERS COURT FOR ELECTIONS PROJECT

In accordance with purchasing procedures approved by Commissioners Court for purchases between \$25,000 and \$50,000, PO #932668 has been issued in the amount of \$39,000 for 20 early voting work station cabinets. These were competitively quoted on BidSync.

**Invited: 753
Viewed: 16
Bids: 1**

**Attachments: Purchase Order
Req
Quote/Specs/Drawing**

Collin County
 TAX EXEMPT
 Under section 151.309
 Vernon's Texas Codes Annotated
 TAX CODE



**COLLIN COUNTY
 PURCHASE ORDER**

1
 09/01/09
 P.O. #932668

CAROL MAGERS

SHIP TO: COLLIN COUNTY
 ELECTIONS
 VICKIE SELF
 2010 REDBUD BLVD STE #102
 MCKINNEY, TX 75069
 22863

SCHEDULE DELIVERY ON

OR BEFORE: 09/30/09

DEPT:
 REQ. REF: ELECTIONS
 PROJECT: X05201

SHOW THE ABOVE PURCHASE ORDER
 NUMBER ON ALL SHIPPING CONTAIN-
 ERS, PACKING LISTS, CONTAINERS,
 AND CORRESPONDENCE.

ELECTION WORKS INC
 3N840 TROTTER LANE
 ST. CHARLES, IL 60175

SHIPPING INSTRUCTIONS
 F.O.B.
 DESTINATION
 SHIP POINT
 (SEE BELOW)

SEND ORIGINAL AND ONE COPY
 OF INVOICE TO:
 COLLIN COUNTY AUDITOR
 2300 BLOOMDALE RD. STE 3100
 MCKINNEY, TX 75071

SANDY/GAY

TEL# (888) 619-0500
 FAX# (630) 377-9268

ITEM	ACCT/DESCRIPTION	QUANTITY	COST	AMOUNT
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001-0501-411.52-01

Per Quote #0874-09

1	931 044 EARLY VOTING WORK STATION CABINET	20.00	1950.0000 EA	39000.00
SUB-TOTAL				39000.00
TOTAL				39000.00

REMARKS:

*****VENDOR*****
 PLEASE ACKNOWLEDGE RECEIPT OF
 THIS P.O. TO CAROL MAGERS
 BY PHONE - 972/548-4119,
 FAX - 972/548-4694 OR E-MAIL-
 cmagers@co.collin.tx.us

 PLEASE NOTE THAT THE SHIP TO ADDRESS IS FOUND IN
 THE UPPER LEFT HAND CORNER OF THE PURCHASE ORDER.
 PLEASE SHIP ALL ITEMS ON THE PURCHASE ORDER TO
 THAT ADDRESS. FAILURE TO DO SO COULD RESULT IN
 REFUSED SHIPMENTS AND/OR DELAYED PAYMENTS TO THE
 VENDOR*****

 TO ALL VENDORS: THE PURCHASE ORDER # THAT HAS BEEN
 ISSUED TO YOUR COMPANY MUST APPEAR ON THE OUTSIDE
 OF ALL SHIPPING CONTAINERS, AS WELL AS ON ALL
 PACKING LISTS AND INVOICES. FAILURE TO DO SO
 MAY CAUSE THE ORDER TO BE REFUSED AT COLLIN
 COUNTY'S LOCATION OR COULD DELAY PAYMENT. THANKS.

AUTHORIZED BY FRANK YBARBO
 PURCHASING AGENT

THIS ORDER IS SUBJECT TO THE TERMS AND CONDITIONS SHOWN
 AT WWW.COLLINCOUNTYTX.GOV/PURCHASING/, NO CHANGES MAY BE
 MADE WITHOUT THE WRITTEN CONSENT OF THE PURCHASER.

FAXED/MAILED/VERBAL
 E-MAIL/ON-LINE

DATE 9/1/09

Purchasing/Auditor/Receiving

PURCHASE REQUISITION NBR: 0000134630

REQUISITION BY: ELECTIONS

STATUS: BUYER PROCESSING
REASON: VICKIE SELF EXT 1902

DATE: 8/27/09

SHIP TO LOCATION: 0501 ELECTIONS

SUGGESTED VENDOR: 22863 ELECTION WORKS INC

DELIVER BY DATE: 9/30/09

1 EARLY VOTING WORK STATION CABINET
COMMODITY: EQUIP MAINT-APPLIANC/FURN
SUBCOMMOD: FURNITURE, NOT OFFICE

20.00 EA 1950.0000 39000.00

REQUISITION TOTAL: 39000.00

A C C O U N T I N F O R M A T I O N

LINE #	ACCOUNT	ADMIN-EXTRAORD SUPPLIES	PROJECT	AMOUNT
1	00105014115201	EXTRAORD OFFICE SUPPLIES	X05201	39000.00
			El - wirels Crds-VotngCtr	100.00
				39000.00

REQUISITION IS IN THE CURRENT FISCAL YEAR.

REQUISITION COMMENTS:

THIS IS A NEW VENDOR.
ELECTION WORKS, 38840 FROTTER LANE, ST. CHARLES,
IL 60175. 388-619-0500 AND FAX 630-377-9268.
CONTACT SANDY HED, SHED@ELECTIONWORKS.COM
WWW.ELECTIONWORKS.COM

932668

Bid 0874-09 Early Voting Workstations

Bid Number **0874-09**
 Bid Title **Early Voting Workstations**

Bid Start Date **Aug 28, 2009 3:49:00 PM CDT**
 Bid End Date **Sep 1, 2009 12:00:00 PM CDT**
 Question & Answer End Date **Aug 31, 2009 4:00:00 PM CDT**

Bid Contact **Carol Magers**
Buyer Manager
Purchasing Department

Contract Duration **One Time Purchase**
 Contract Renewal **Not Applicable**
 Prices Good for **90 days**

Standard Disclaimer *****Note to Bidders/Offerors~The following standard disclaimer applies to Invitation to Bid (IFB), Competitive Sealed Proposal (CSP), and Request for Proposal (RFP) ONLY, not applicable to Request for Qualifications (RFQ) or Request for Information (RFI).*****

Prices bid/proposed shall only be considered if they are provided in the appropriate space(s) on the Collin County bid form(s). For consideration, any additions or deductions to the bid/proposal prices offered must be shown under the exceptions section of the bid/proposal in the case of electronic submittal, ONLY in the case of a hard copy submittal will an additional attachment be allowed. Extraneous numbers, prices, comments, etc. or bidder/offeror generated documents appearing elsewhere on the bid or as an additional attachment shall be deemed to have no effect on the prices offered in the designated locations.

All delivery and freight charges (F.O.B. inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

Bid Comments **ALL BIDS MUST INCLUDE SHIPPING AND HANDLING CHARGES FOR INSIDE DELIVERY.**

SPECS AND DRAWINGS MUST ACCOMPANY THIS BID AT THE TIME OF SUBMISSION.

IF AWARDED, VENDOR MUST PROVIDE A PROTOTYPE WITHIN ONE WEEK AFTER PURCHASE ORDER IS ISSUED.

Item Response Form

Item **0874-09-1-01 - EARLY VOTING WORKSTATIONS**
 Quantity **20 each**
 Unit Price
 Delivery Location **Collin County**
0501 Elections
920 E. Park Blvd., Ste. 120
Plano TX 75074
Qty 20

Description
SPECIFICATIONS FOR DESIGN ARE ATTACHED AS A SEPARATE DOCUMENT.

Collin County Early Voting Workstation Specifications

Summary and Objective:

Design and manufacture mobile workstations that will store, secure, transport and facilitate the use of electronic terminal or computer terminal. The workstation will also be used to secure and transport voting booths or storage boxes.

Raw Material:

All formed material is to be fabricated from high-grade commercial quality, low carbon; cold rolled steel conforming to ASTM-A-366 specifications.

Construction:

Dimensions (Approx): 32" in width, 26" in depth, 40" in height including casters.

Live load (storage) capacity is 750 pounds min.

Side panels, top pan, bottom pan to be fabricated from 14-gauge steel.
Caster pads to be 1/4" steel for caster mounting.

Wire welded construction per specification.

Equipment Drawers:

One large, heavy-duty drawer, will accommodate voting equipment or laptop computer. Drawer will have full locking capability in the closed and open position with 500 lb. load capacity each.

Auxiliary Bin:

Auxiliary bin with integrated shelf and slides to hold pull-out drawer. This bin will hold customer supplies. The outer door of the bin is to include security clip. Slides to pull out approximately 12 inches.

Writing Surface:

Writing surface to be attached to the top of the workstation.

Handles:

Two flush mounted handles to be attached to the sides of the workstation.

Powder Coating:

Unit to be Powder Coated complete using the following:
Polyester, TGIC – Powder Coat.

Casters:

Four (4) swivel casters, 5” diameter by 1.5” wide top-plated caster with wheel locks. Wheel to be Grey Performa Rubber. 350 lb. rating each. Total of 1,400 lbs.

Outer Doors:

Two (2) 14-gauge swing doors with SST two point flush lock on external door. All locks to be keyed alike.

Doors to swing 270 degrees so that they lie flat upon the sides of the Election Supply Carrier. Magnets “4 each” to hold doors open.

Security clip holes will be present per spec and enclosed as to not allow access to internal cabinet.

Corner Bumpers:

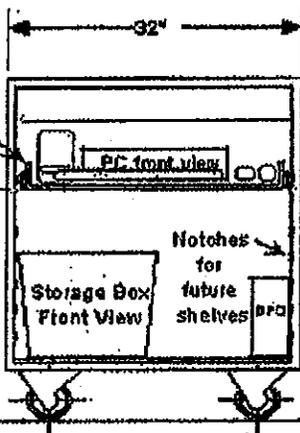
8 ea. Corner bumpers shall be attached on corners of ESC. Color Grey.

Packaging:

Each workstation will be pre-assembled and secured on a wooden pallet complete with corner boards and stretch wrapping.

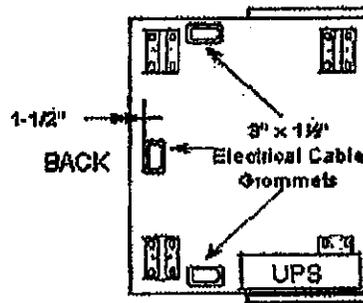
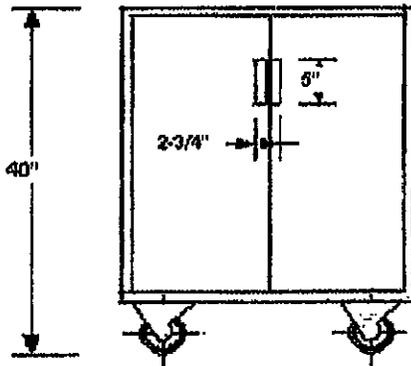
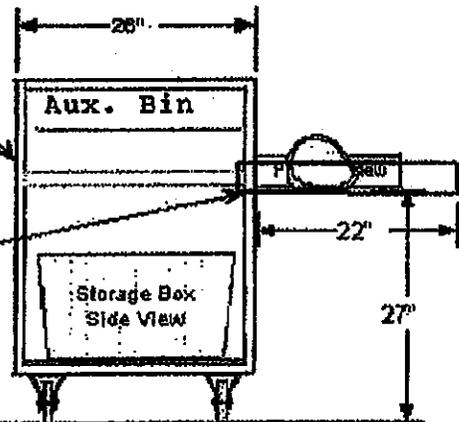
Collin County #2 PC Workstation
Black
32" wide x 40" tall x 26" deep

Sliding Shelf
 26" wide holds
 PC and keyboard.
 Shelf also holds
 printer, mouse
 and scanner.



Louvered venting
 in back wall
 to cool PC
 in closed cabinet

Holes in the back
 of the sliding shelf
 will allow the use of
 electrical ties
 to secure cables.



UPS to be
 strapped
 to
 cabinet
 but
 easy to
 release.
 Set up
 requires
 access to
 the back
 of the UPS