

DATE: May 24, 2022

TO: Guilford County Purchasing Director

FROM: Mark Sprinkle, Information Technology

RE: Award Recommendation for Bid Event No. 20067- PC Equipment Repair & Maintenance Services

There were two (2) written proposals received on March 5, 2022, in response to the above referenced bid event. In order to assess each company fairly, members of the evaluation committee reviewed and scored each proposal independently based on the RFP criteria. The committee met on May 18, 2022, to further review these evaluations and develop a recommendation.

Proposals were received from the following companies:

Computer Service Partners, Inc. submitted a proposal in the amount of \$114,996.00 per year. Selection was based on:

- Nature of business
- Experience – 27 years
- Proven technology and outstanding reference working with Guilford County Information Technology
- Most cost-effective bid amount (submitted lowest bid amount)

NPA Computers, Inc. submitted a proposal in the amount of \$196,500.00 per year. They could provide the required services, however:

- The quote is substantially more than the company selected
- We can receive quality services for a lessor quote.
- There were exclusions to equipment coverage in the NPA quote.

Recommendations:

After reviewing the proposals, the evaluation committee recommend that we award a contract to Computer Service Partners, Inc., in the amount of \$114,996.00 per year.

A handwritten signature in black ink, appearing to read 'Mark Sprinkle', is located in the bottom right corner of the document.