

Boone County Purchasing

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NOTICE OF AWARD MEMORANDUM

TO: Melinda Bobbitt, Director and File
FROM: Liz Palazzolo, CPPO, C.P.M.
DATE: May 29, 2024
RE: RFB 21-23MAY24 – Cell Door Cuff and Food Ports for the
Boone County Sheriff's Office -Award C000813

Request for Bid 21-23MAY24 solicited bids for Cell Door Cuff and Food Ports for the Boone County Sheriff's Office. Two bids were received:

- 1) Craftmaster Hardware, LLC of Northvale, New Jersey
- 2) Owens Security Solutions, LLC of New Orleans, Louisiana

The two bids have been evaluated for responsiveness to mandatory terms and conditions of RFB 21-23MAY24, and for cost. The Bid Tabulation and Cost Evaluation are attached to his memo.

The lowest priced bid from Owens Security Solutions has been deemed non-responsive for failure to include the required lock and keys. RFB 21-23MAY24 clearly required that the contractor include the lock with the cell door port (see paragraph 2.1.7 and the Pricing Page of the original RFB) and also Addendum #1 that clarified the lock and keys requirements. The Addendum stated:

2.1.7 The cell door cuff-food port must either include a standard detention/correctional facility key operated locking mechanism (*e.g., 17/17M Less Lock SF262 Food Pass Port*) or be set-up to easily add a standard detention/correctional facility key operated locking mechanism that the contractor must include *including a minimum of two (2) keys, i.e., one original and one copy - not a two-key operated lock.*

It is noted that I obtained clarification from Owens Security Solutions about including the lock in their response since their pricing was very low (see their e-mail dated 5/23/24). Owens contends that the words "Less Lock" added with Addendum #1 meant that the County didn't want a lock included. Owens then quoted an additional price for a lock after bid opening which could not be accepted by the County since it was after bid

opening. However, the original terms were clear about the contractor including a lock. The original RFB said this in paragraph 2.1.7:

2.1.7 The cell door cuff-food port must either include a standard detention/correctional facility key operated locking mechanism or be set-up to easily add a standard detention/correctional facility key operated locking mechanism that the contractor must include.

It's my conclusion that the RFB had been clear from the start that the lock had to be included by the contractor with the port, and the Addendum did not change that requirement. The Addendum was issued to address a question about preferred lock and keys. The model reference added should have not included the words "less lock." At the time I thought that was part of the complete brand/model reference; I asked the Sheriff's office to review the Addendum before posting it; the "less lock" was not identified as a potential contradiction as Owens argues.

The only other bid is from Craftmaster Hardware. The bid meets all requirements of the RFB and includes the required locks and keys. Craftmaster Hardware bid the Southern Folger 262 & Folger Adam 17 262 Food pass 17 series detention lock.

The award of contract will be made to Craftmaster Hardware LLC of Northvale, New Jersey as the "lowest and best" bid received by the County. The contract period will run 06/01/2024 through 11/30/2024.

The RFB referenced 13 ports being purchased however only 10 will be purchased given funding limits (see e-mail from Captain Damon Reynolds dated May 29, 2024). The RFB indicated in paragraph 2.2.1 that the County may purchase fewer or more units. Craig Logan with Craftmaster Hardware indicated that the award for 10 is acceptable.

Payment will reference 2531 – Justice Assistance Grant FYX1/91300 – Machinery & Equipment: \$14,130.00.

Attachment

/lp

Cost Evaluation		RFB 21-23MAY24 - Cell Door Cuff and Food Ports for the Boone County Sheriff				
	QTY	Craftmaster Hardware Unit Pricing	Craftmaster Hardware Extended - Total Pricing		Owens Security Solutions Unit Pricing	Owens Security Solutions Extended - Total Pricing
Line Item 4.10.1 Cell Door Cuff-Food port - Firm Price Per Each	13	\$ 1,413.00	\$ 18,369.00		\$ 550.00	\$ 7,150.00