

RESOLUTION NO. 2022 - 028

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA, APPROVING THE ISSUANCE OF A PURCHASE ORDER IN AN AMOUNT NOT TO EXCEED FIFTEEN THOUSAND DOLLARS AND ZERO CENTS (\$15,000.00) TO ADVANCED KIOSK FOR A SELF-SERVICE LOBBY KIOSK; APPROVING A FY 2021-2022 BUDGET ADJUSTMENT FROM THE GENERAL FUND; AUTHORIZING THE MAYOR, TOWN ADMINISTRATOR AND TOWN ATTORNEY TO ENTER INTO AN AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on August 17, 2021 the Town received grant proceeds from the Broward County Board of Rules and Appeals (BORA) in the amount of Seven Thousand Five Hundred Dollars and Zero Cents (\$7,500.00) in furtherance of their stated objective to advance e-permitting initiatives among Broward County municipalities; and

WHEREAS, on October 4, 2021 the Town let out RFQ 22-102 seeking qualified proposers to submit quotes on the cost to provide a self-service lobby kiosk that would meet the Town's needs; and

WHEREAS, no quotes were received by the designated due date of October 22, 2021, therefore prospective vendors were contacted to discuss the Town's needs and solicit quotations; and

WHEREAS, based on the firm's qualifications, product proposed, and compatibility with the Town's unique needs, the Town has selected Advanced Kiosks to provide the self-service kiosk at a cost of Thirteen Thousand Four Hundred Forty-Six Dollars and Thirty-Nine Cents (\$13,446.39); and

WHEREAS, the Town has received a verbal commitment from CAP Government, the Town's building department services provider, to pay half of the Town's share for this self-service kiosk as it will also assist in serving customers who come to Town Hall to interact with the building department; and

WHEREAS, while the project was not funded in the current fiscal year 2021-2022 budget, the grant received combined with CAP Government's financial pledge of Two Thousand Nine Hundred Seventy-Three Dollars and Twenty Cents (\$2,973.20) will create a maximum expense to the Town of Four Thousand Five Hundred Twenty-Six Dollars and Eighty Cents (\$4,526.80) from the General Fund Restricted for Building Technology Fund Balance should there be a need for any contingencies beyond the quoted amount; and

WHEREAS, the Town hereby authorizes a budget adjustment from General Fund Restricted for Building Technology Fund Balance and appropriates these funds into the Clerk Department; and

WHEREAS, Advanced Kiosks and the Town desire to enter into an Agreement for the provision of a Self-Service Lobby Kiosk and all associated services under the terms and conditions set forth hereinafter.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SOUTHWEST RANCHES, FLORIDA:

Section 1. The above-referenced recitals are true and correct and are incorporated herein by reference.

Section 2. The Town Council hereby authorizes the Mayor, Town Administrator and Town Attorney to enter into an agreement with Advanced Kiosk in substantially the same form as that attached hereto as Exhibit "A" and to make such modifications, additions, and/or deletions which they deem necessary and proper to effectuate the intent of this Resolution.

Section 3. After reviewing all information provided, the Town Council hereby approves the issuance of a purchase order to Advanced Kiosk in an amount not to exceed Fifteen Thousand Dollars and Zero Cents (\$15,000.00), which includes an additional One Thousand Five Hundred and Fifty-Three Dollars and Sixty-One Cents (\$1,553.61) in incidental costs, should they arise.

Section 4: The Town Council hereby approves a budget amendment in the amount of Fifteen Thousand Dollars and Zero Cents (\$15,000.00) to increase the budget as follows:

Revenues:

Account Name	Amount	Account Number
Grants from Local Units – County Sources	\$7,500.00	001-0000-337-337XX
Contribution: Private Source	\$2,973.20	001-0000-366-36610
Appropriated Fund Balance	\$4,526.80	001-0000-399-39900

Expenditures:

Account Name	Amount	Account Number
Clerk Department: Machinery & Equipment	\$15,000.00	001-1800-512-64100

Section 5. This Resolution shall take effect upon its passage and adoption.

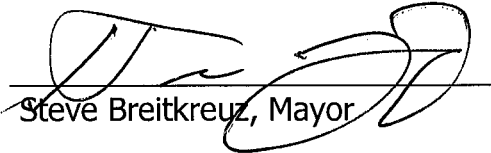
PASSED AND ADOPTED by the Town Council of the Town of Southwest

Ranches, Florida, this 27th day of January 2022, on a motion

by Chm Hartmann and seconded by Chm Kuczenski.

Breitkreuz	<u>yes</u>
Jablonski	<u>yes</u>
Allbritton	<u>yes</u>
Hartmann	<u>yes</u>
Kuczenski	<u>yes</u>

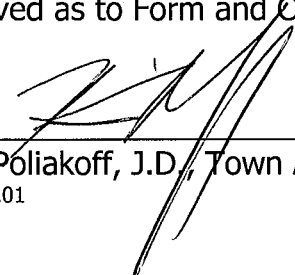
Ayes	<u>5</u>
Nays	<u>0</u>
Absent	<u>0</u>


Steve Breitkreuz, Mayor

ATTEST:


Russell Muñiz, Assistant Town Administrator/Town Clerk

Approved as to Form and Correctness:


Keith Poliakoff, J.D., Town Attorney
1001.910.01



a dba of H32 Design and Development, LLC
 134 Hall Street, Units F, Concord, NH 03301
 Terms & Conditions listed at www.advancedkiosks.com

Remit To:
Advanced Kiosks
 PO Box 234
 Wilmot, NH 03287
 or by email at: tarra@h32.com

GSA Price Quote

Date	Quote #
1/14/2022	GSA1022-110
Quote valid till:	
2/4/2022	

To:
Town of Southwest Ranches Russell Muñiz 13400 Griffin Road Southwest Ranches, FL 33330

Accounts Receivable	
603-865-1000 ext. 101	tarra@h32.com

Description	Qty	Price Each	Total
Document Kiosk PN: H32-30-100 ADA compliant out of the box. Plugs into standard 110-volt power outlet. Shipped fully assembled except for printer, which comes new in manufactures box. Modular design for easy maintenance. An indoor Kiosk with the following features: 3-year warranty - www.advancedkiosks.com/products/hardware-kiosk-warranty/ 14 gauge all Steel Enclosure 19" Touchscreen LCD Monitor Intel i3 Quad-Core Processor with 4GB of Ram, 120 GB SSD Windows 10 Pro All metal external keyboard with touchpad & back lit keys Internal Thermally Controlled Cooling System Amplified Speakers Monochrome Laser printer (1yr. manufactures warranty) with Paper Tray - no paper included Adjustable Printer Shelf 5-foot power cord Built-in surge protector Wi-Fi and Cat 5 connector Set-up instructions and user manual Mounting Hardware to bolt to wall or floor Lock and key access with two keys Leveling feet Knockouts for adding options in the field (ie. Scanner, Side Table,Thermal Printer) Standard black powder coating with silver doors	1	5,934.22	5,934.22
Full Page Document Scanner, PN:H32-DS-100 ***Open Market, off contract*** Full page, jam-proof all-metal flatbed scanner. Quarter-inch thick plexiglass cover with a spring-loaded hinge. Installed with printed vinyl use instructions. ADA compliant, cleanable with a damp sponge. Capable of scanning: ID's, passports, letters, and documents up to .2 inches thick. Compatible with Zamok Premier kiosk software and TWAIN drivers.	1	1,488.00	1,488.00
H32-VOIP-200 VoIP Hardware ***Open Market, off contract*** - Armored handset with switching technology	1	720.00	720.00
Graphics laminate for front of kiosk, PN: GS-GL-100 ***Estimated*** pending graphics file from customer. - ask for details. High density graphics file must be provided by customer in .eps or .ai format .	1	265.17	265.17
Credit Card / Magnetic Stripe Reader PN: H32-MSR-100 ***Open Market, off contract*** Integrated Multi Track, Dual Head Magnetic Stripe Reader. USB-Key and USB-HID Interface	1	192.00	192.00
Total			
GSA Schedule No.:GS35F249GA Term: Feb. 17, 2017 - Feb. 16, 2022 FTIN: 61-1638729 Shipping: FOB Destination Credit Cards: NO Remit To: Same as above Payment Terms: Net 30 Cage Code: 1YA98 DUNS No.:065242997 Business Size: Small Sales Tax May Apply			

Information about our Warranty can be found at www.advancedkiosks.com/company-policies/kiosk-warranty.php. Advanced kiosks is a dba of H32 Design and Development LLC and registered in the State of New Hampshire, our Terms and conditions can be found at www.advancedkiosks.com/company-policies/terms-and-conditions.php



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GSA Price Quote

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To:
Town of Southwest Ranches Russell Muñiz 13400 Griffin Road Southwest Ranches, FL 33330

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603-865-1000 ext. 101	tarra@h32.com

Description	Qty	Price Each	Total
Additional Options not included in Quote: Camera \$695.00 Side Table 180.00 Privacy Screen \$485.00 QR Code Reader \$680.00 Extended 4th yr. & 5th yr. Kiosk Warranty \$ TBD Zamok Suite Premier Software Package, PN: #SW-ZS-200 ***Open Market, off contract*** - Yearly Subscription, begins at order ship date. Includes VOIP, Scanner Solution, Credit Card Populate, Notifications, Reports, Multi-Lang, Accessibility, Survey options, along with other Zamok options of Foundation, Cloud Solution, Home Page Solution, & Printing Solution. Does NOT include Bill Payment Solution or Video Conferencing. Compatible with standard peripherals that Advanced Kiosks sells. Features: - Secure scanning of documents and upload to web portal or send by email. - Secure Email - Customizable Toolbar - Customizable Interface Templates: HR, Grid, Blocks, Stix, Website, Kist, and more - Customizable Screen Saver - Notification of kiosk problems, ie power, internet, paper, open door by text or email. - Weekly Report automatically sent every week to an email list, of kiosk activity. - Account Portal for remote access to manage kiosk from any Chrome browser. Kiosk settings can be managed from this portal as well as reports downloaded in CVS format. - Customizable Survey with up to 5 questions with many options for how the customer answers.	1	1,849.00	1,849.00
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Description	Qty	Price Each	Total
Kiosk Configuration Service for single interface - PN: #AK-SS-300 ***Open Market, off contract*** Consultation & On-Boarding with customer's IT dept. - Highly recommended on ALL jobs. Service includes: -Up to 10 hours of Configuration & On-Boarding support within first 45 days of date order is initiated, additional hours to be billed at \$180 hr. -A Configuration Specialist will be assigned to account once order is initiated. -Prior to kiosk shipment customer will be contacted for a remote site evaluation (Is there power, internet etc.) -Specialist will perform a preflight on the kiosk(s) before they leave the factory and set up Zamok accounts according to information supplied by customer. -A set-up call will be scheduled once kiosks have shipped. A configuration checklist will be reviewed with customer during set-up call along with any additional consultation necessary to get the kiosks up and running. ***Service must be completed within first 45 days of date order is initiated. Shipping of hardware will not be delayed if configuration is not complete before hardware assembly is completed. AK specialist will be happy to help troubleshoot but will not be responsible for any Zamok custom development, third party systems, software or dependencies including internet service or network issues. Configuration of Lobby-Attendant, Q-line, Tribute/Fallen Heroes is not included.***	1	1,200.00	1,200.00
Full Support #AK-SS-100 ***Open Market, off contract*** A yearly cost per kiosk, begins kiosk ship date. Support includes 24/7 phone support from our technicians with remote access software. Technician will address issues with kiosk within 4 business hours. Kiosk must have stable internet connection to receive support. AK is not responsible for any third party systems, software or dependencies including internet service or network issues. Any issues found with the kiosk will be resolved by the standard terms of our Warranty that can be found at: http://www.advancedkiosks.com/company-policies/kiosk-warranty.php	1	1,188.00	1,188.00
Shipping - ***Estimated*** to 33330 ***Open Market, off contract*** Single location Freight LTL ground freight service w/ loading dock required at receiving end. If loading dock is not available lift gate charges will apply. Freight charges provided are estimates based on information provided by customer. If additional services are required at time of delivery additional billing will be necessary. All shipments are fully insured and must be signed for AFTER the delivery has been inspected. Any damage must be noted on the delivery Bill of Lading documents and must be reported to us immediately to initiate a damage insurance claim. Any damage not reported within 48 hours from receipt will not be covered and will become solely the responsibility of the customer. Please work with our Onboarding specialist if you have any questions about receiving your kiosks.	1	610.00	610.00
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