




# St. Charles County Government

Department of Finance

Robert W. Schnur, CPA  
Director

## Memorandum

TO: Steve Ehlmann, County Executive  
FROM: Robert W. Schnur, Director   
DATE: March 14, 2011  
RE: Notification of Bid Award – **Precise Digital**

Attached please find a Notification of Bid Award for to **Precise Digital**, in the amount of **\$10,420.00**, for the purchase of FTR Reporter software upgrades and equipment for the Circuit Clerk. The bid opening was held on February 18, 2011 and these bids were received:

Vendor	Amount	Vendor	Amount
Precise Digital, Lutz, FL	\$10,420.00	BusComm Inc, St. Louis MO	\$14,592.50

The account number that will be charged for this purchase is 301-9800-47400-75010.

After your review of the attached, if this meets with your approval, please sign and return to the Finance Department.

If you have any questions, please call.

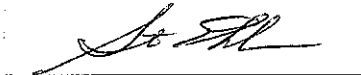
Enclosure

APPROVED:



Chuck Gross  
Director of Administration

Date 3/15/11



Steve Ehlmann  
County Executive

Date 3/10/11

# NOTIFICATION OF BID AWARD

FOR AMOUNTS ABOVE  
\$5,000.00

Process: Upon selecting winning bid, department must obtain Department Head or Elected Official Signature and send to Purchasing. If over \$5,000, Purchasing will obtain County Executive's Signature. If over \$25,000, Purchasing will also route to County Counselor's Office for inclusion on Council Agenda. Once all approvals are obtained, copies will be sent to Director of Administration, Finance Director, County Clerk and Department Head.

Department Circuit Clerk

Contact Person Roger Steele Telephone 636-949-7900 x 5551

Item Bid or Service FTR Reprter 5.4 Audio Only Upgrade from Reporter or TheRecord Reporter, Delta 44 Encoder Card, Cables & Driver

Bid Opening was held on 02/18/11 Bids Opened by: Roger Steele

**The following bids were received:**

Vendor: Precise Digital Price: \$10,420.00

Bid meet all specifications \*

Vendor: BusComm Incorporated Price: \$14,592.50

Bid meet all specifications

Vendor: CDW-G Price: \$0.00

NOTE: CDW-G must decline to bid at this time we cannot be price competitive.

Bid meet all specifications

Vendor: \_\_\_\_\_ Price: \_\_\_\_\_

Bid meet all specifications

Vendor: \_\_\_\_\_ Price: \_\_\_\_\_

Bid meet all specifications

**Bid awarded to:** \_\_\_\_\_

If bid was not awarded to lowest bidder, please explain reason:  
\_\_\_\_\_  
\_\_\_\_\_

**Authorization:**

Account number purchase will be charged against: 3019800-47400-75010

\_\_\_\_\_ Bid over \$5,000

Dept. Head/Elected Official Approval [Signature]

\_\_\_\_\_ Bid over \$5,000

County Executive Approval [Signature]

\_\_\_\_\_ Bid over \$25,000

Please route to County Counselors Office for Inclusion On Council Agenda