

CASCADE COUNTY BID OPENING
August 20, 2012, 11:00 a.m.
Commission Chambers
Courthouse Annex, Room 111
Bid Opening for Mobile Filing System
for the Office of the Cascade County Sheriff/Coroner

*These minutes are paraphrased and reflect the proceedings of the Board of Commissioners. MCA 7-4-2611 (2) (b).
These minutes were officially approved at the August 28, 2012 Commission Meeting.*

Commission: Commissioner Briggs and Commissioner Weber
Staff: Carey Shannon, Dan O'Fallon, Sue Matoon & Bonnie Fogerty
Public: Scott Dimke, Western Office Equipment

11:00 a.m. Commissioner Briggs began the bid opening.

He stated that this is the meeting for the request for proposal for the Mobile Filing System for the Office of the Cascade County Sheriff/Coroner's office. Notices were placed in the Great Falls Tribune July 22, 2012 and July 29, 2012.

Commission Briggs announced that Cascade County received one sealed August 17, 2012 at 2:30 p.m. from Western Office Equipment. Commissioner Weber opened the bid from Western Office Equipment. Western Office Equipment submitted 1 original bid and 6 copies for staff review as requested. Carey Ann Shannon, Deputy County Attorney stated that the reading of the bid was not necessary as we only received one bid. Staff will take this bid and submit to the evaluation committee. Ms. Shannon also announced that Addendum #1 was sent to all of interested proposers regarding this RFP as the bid opening date and time had to be changed.

Commissioner Briggs asked Scott Dimke how long it would take to get product in for this project. Scott Dimke replied approximately 45 days.

Carey Ann Shannon stated staff will take bids under advisement and make recommendations to the Cascade County Commissioners. Adjournment: 1:06 p.m.