



BALLWIN POLICE DEPARTMENT

MEMORANDUM

Date: July 20, 2018

To: Chief Scott

From: Lt. Bushery

Subject: Evidence Vault Bar Code System RFP

Sir,

The bid opening for the bar code system RFP occurred today at 10:00AM. The RFP was advertised in the St. Louis Business Journal as well as on the City of Ballwin web site. In addition to advertising, PO Stephens sent an electronic RFP packet to several vendors.

We received two positive responses and one "No Bid" response. We also received a reply asking for a notification if the deadline was extended. The two proposals we received came from well-known companies that the Evidence/Property unit had researched during the selection process. After reviewing the submitted proposals, the system from Progressive Microtechnology Inc.(PMI) was judged to be best option based on capabilities, ease of use and pricing. PMI's quote was for \$10,533.00 , \$4,467.00 under budget. FileOnQ's quote was in the amount of \$35,355.00 well over the budgeted \$15,000.00.

It is the recommendation of the Evidence/Property unit that we accept the proposal from PMI.

I have attached a copy of the RFP, proposals from each company and the Bid Return form.

If you have any questions or need additional information, please contact me.

Respectfully,

A handwritten signature in cursive script, appearing to read "K. Bushery".

Lt. Kevin Bushery
Commander
Division of Operational Support