SUBJECT: CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE

BID #: XF-0402-20 **OPEN DATE: 2020-02-26**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE FROM APRIL 1, 2020 THROUGH MARCH 31, 2021

AGENCY: INFORMATION TECHNOLOGIES DIVISION

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 19 **NUMBER RECEIVED:** 5 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder Hypertec USA Inc. in the amount of $84,326.80 for CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE. Period of service will be from April 1, 2020 through March 31, 2021.

Funding for this award to be encumbered by account 53101.113001.546620 to be executed by purchase order.

Attachments: Recommendation Memo, Bid Tabulation Sheets, Terms and Conditions, Specifications

ANALYST: _____
RUBEN OLA

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies Division/CIO

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

INFORMATION TECHNOLOGIES DIVISION

CITY OF JACKSONVILLE

03/06/20 09:29:52
Procurement Division

March 4, 2020

TO: **Greg Pease, Chief of Procurement Division**

TG 3/5/20 **THRU:** **Kenneth E. Lathrop, Chief of Information Technologies / CIO** Kenneth E. Lathrop

FROM: **Thomas Ossi, Technology Contract and Records Manager, ITD** Thomas Ossi

SUBJECT: **XF-0402-20 Citrix Xenapp and Citrix Netscaler Software Maintenance**

Information Technologies Division (ITD) submitted an RFP to Procurement Division for solicitation of Citrix Xenapp and Citrix Netscaler Software Maintenance Bid # XF-0402-20 for our annual renewal of the Gateway Enterprise Licenses.

Procurement Division received five (5) vendor responses and zero (0) no bids. Procurement Division forwarded the bid tabulation sheet and the bid responses for review.

The vendors were required to bid on all items to be considered for award. ITD Management recommends awarding the bid to Hypertec USA Inc. as the lowest responsive, responsible bidder in the amount of $84,326.80.

VENDOR	TOTAL AWARD AMOUNT
Hypertec USA Inc.	**$84,326.80**
Centrinet Technologies,LLC	$84,804.00
CDW Government, LLC	$85,657.00
Zones, LLC	$85,657.00
Howard Technology Solutions	$90,696.00

The term of this agreement will be for one (1) year from April 1, 2020 through March 31, 2021. The services will be procured via purchase order.

Funding Source:53101.113001.546620.000000.00000000.00000

Your favorable consideration of this request is appreciated.

Cc: Robert Gray, Technology Infrastructure Manager
Mark Deas, Server Infrastructure Manager

BID TABULATION SHEET

TITLE: CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE
BID NO.: XF-0402-20
OPEN DATE: February 26, 2020
ANALYST: RUBEN OLA
No. Invited: (19) **No. Received (5)** **No Bids: (0)**
Bid Recorder: J. HERNANDEZ, **Announcer:** S. MUON

ITEM	DESCRIPTION	QUANTITY	HOWARD TECHNOLOGY SOLUTIONS		CENTRINET TECHNOLOGIES, LLC		ZONES, LLC		HYPERTEC USA INC.		CDW GOVERNMENT, LLC	
			PRICE EACH	EXT. PRICE	PRICE EACH	EXT. PRICE	PRICE EACH	EXT. PRICE	PRICE EACH	EXT. PRICE	PRICE EACH	EXT. PRICE
1	Citrix XenApp (Presentation Server) Enterprise, Serial No. CM-5746162-66549	1000	$ 90.00	$ 90,000.00	$ 84.21	$ 84,210.00	$ 85.00	$ 85,000.00	$ 83.68	$ 83,680.00	$ 85.00	$ 85,000.00
2	Citrix Netscaler Gateway Enterprise VPX, Serial No. LA-0001958910-25702	3	$ 232.00	$ 696.00	$ 198.00	$ 594.00	$ 219.00	$ 657.00	$ 215.00	$ 646.80	$ 219.00	$ 657.00
		GRAND TOTAL:	$ 90,696.00		$ 84,804.00		$ 85,657.00		$ 84,326.80		$ 85,657.00	
		MINIMUM REQUIREMENTS:										
		TERMS:	30 days				30 days		30 days		30 days	
		DELIVERY (Business Days):	5-7 days		15 days		5 days		15 days		10 days	
		CONFLICT OF INTEREST:	✓		✓		✓		✓		✓	
		ADDENDUM (S) (1)	✓		✓				✓		✓	
		NOTES:										

TERMS AND CONDITIONS

CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE

1. SCOPE

The Information Technologies Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the items as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these item(s) / service(s) and to obtain pricing commitments for **annual software maintenance for our current Citrix XenApp Enterprise and Citrix Netscaler Gateway Enterprise Licenses** as listed in the bid documents to include warranty as specified.

2. AWARD

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder grand total amount. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

3. TERM OF AGREEMENT

The terms of this agreement is for one (1) year from April 1, 2020 through March 31, 2021.

4. MINIMUM REQUIREMENTS

Bidders should submit or comply with the following requirements; failure to submit any of these requirements may be grounds for rejection:

a. Vendor must be an authorized Citrix Certified Reseller/Renewal Partner. Vendor must provide proof of valid and in good standing certification.

5. STATE CONTRACTS

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

6. QUANTITIES

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to add or delete items, or increase the volume of services required, or not to make any purchase against this bid if it so deems necessary at any time during the contract period.

7. DELIVERY

Information Technologies Division, 214 North Hogan Street, 9th Floor, Jacksonville, Florida 32202 (ITD Server Infrastructure Manager). A packing list shall accompany all shipments, which shall indicate, at a minimum, the following; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, and unit of measure. Inside DELIVERY ONLY and if on pallets must be broken down for delivery.

8. ESCALATION/DE-ESCALATION

All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

9. PRICES

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

10. PICK UP AND RETURNS

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

11. COMPLIANCE WITH SPECIFICATIONS

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

12. INVOICING

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number or contract number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

13. INSURANCE/INDEMNIFICATION

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. Bid number should be listed on certificate. The awarded bidder is required to submit their insurance certificate within ten (10) days after notice of award.

14. REPORTING

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format as required.

15. SUPPLIER ACCESSIBILITY

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

SPECIFICATIONS

CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE

1. **NO SUBSTITUTIONS on ANY of the listed items for bid**

BID PROPOSAL FORM

CITRIX XENAPP AND CITRIX NETSCALER SOFTWARE MAINTENANCE

ITEM NO.	Description/Part Number	Serial Number	Quantity	Unit Price	Extended Price
1	Citrix XenApp (Presentation Server) Enterprise	CM-5746162-66549	1000	$	$
2	Citrix Netscaler Gateway Enterprise VPX	LA-0001958910-25702	3	$	$
				GRAND TOTAL	$