SUBJECT: CISCO SMARTNET SUPPORT AND MAINTENANCE

BID #: XF-0304-20 **OPEN DATE: 2019-11-13**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

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

NUMBER OF BIDS INVITED: 34 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to retroactive period of service from November 1, 2019 to date of award.

Recommend approval of award to Howard Technology Solutions, per final negotiations for CISCO SMARTNET SUPPORT AND MAINTENANCE in the reduced amount of 3% across the board ($10,509.18) for a total award amount not-to-exceed $339,796.82. Period of Service will be from date of award through October 31, 2020.

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

ANALYST: Mary Lauder
FOR RUBEN OLA

RESPECTFULLY SUBMITTED: Daniel Pearson
for 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

December 16, 2019

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

12/17/19 11:57:00
Procurement

THRU: **Kenneth E. Lathrop, Chief of Information Technologies / CIO**

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

SUBJECT: **XF-0304-20 CISCO SMARTNET SUPPORT AND MAINTENANCE**

The Information Technologies Division (ITD) submitted an RFP to Procurement Division for solicitation of Cisco Smartnet Support and Maintenance BID # 0304-20.

Procurement Division received three (3) vendor responses and zero (0) no bids open date November 13, 2019. Procurement Division forwarded the bid tabulation sheet and the bid responses for our review.

The following table details the responses received on November 13, 2019:

Vendor Name	Amount
Howard Technology Solutions, a division of Howard Industries, Inc.	$350,306.00
Vology, Inc.	$1,101261.56

On November 21, 2019 ITD Management requested approval to engage into negotiations with the lowest, responsive, responsible bidder Howard Technology Solutions for Cisco Smartnet Support and Maintenance in order to bring the bid within the allocated funding budgeted for this service. On December 5, 2019 the Procurement award was approved to negotiate with vendor.

ITD Management engaged into negotiations with vendor and recommends awarding bid to the lowest, responsive, responsible bidder Howard Technology Solutions for the new grand total amount of $339,796.82. The period of service will be retroactive back to November 1, 2019 through October 31, 2020.

Funding Source: AFIT531NET - 04662

Your favorable consideration of this request is appreciated.

cc: Robert Gray, Enterprise Technology Infrastructure Manager, ITD

Attachment: Bid Tabulation Sheet / Vendor Revised Total Bid Amount

BID TABULATION SHEET

TITLE: CISCO SMARTNET SUPPORT AND MAINTENANCE

BID NO.: XF-0304-20

OPEN DATE: November 13, 2019

PURCHASING ANALYST: RUBEN OLA

BID ANNOUNCER: R. BARNETT, BID RECORDER: S. WILLIAMS

No. Invited: (34) No. Received (3) No Bids: (0)

ITEM	DESCRIPTION	QUANTITY	HOWARD TECHNOLOGY SOLUTIONS AMOUNT	VOLOGY, INC. AMOUNT	SAITECH INC AMOUNT	AMOUNT
1	CISCO SMARTNET SUPPORT AND MAINTENANCE	1 LOT	$ 350,306.00	$ 1,101,261.56		
		GRAND TOTAL:	$ 350,307.00	$ 1,101,262.56		
		MINIMUM REQUIREMENTS:				
		TERMS:	0% 30 DAYS	% 30 DAYS		
		DELIVERY (Business Days):	60 DAYS	10 DAYS		
		CONFLICT OF INTEREST:	✓		✓	
		ADDENDUM(S)(1)	✓			
		NOTES:			BID REJECTED - FOR FAILURE TO SUBMIT THE BID FORM	

TERMS AND CONDITIONS

CISCO SMARTNET SUPPORT AND 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 CISCO SMARTNET SUPPORT AND MAINTENANCE.

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

This is a one-time purchase. The term of this agreement is for one (1) year from date of award.

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. The Contractor shall provide all business licenses required by local, state, and federal law as applicable.

b. Contractor must be an authorized Cisco Partner.

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

SPECIFICATIONS

CISCO SMARTNET SUPPORT AND MAINTENANCE

- ***Please see the Bid Proposal Form for specific description and part number Information.***
- ***NO SUBSTITUTIONS on ANY of the listed items for bid.***
- ***Authorized Cisco Partners Only***

SUBJECT: CISCO SMARTNET SUPPORT AND MAINTENANCE

BID #: XF-0304-20

OPEN DATE: 2019-11-13

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE (1) YEAR FROM DATE OF AWARD.

AGENCY: INFORMATION TECHNOLOGIES DIVISION

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

NUMBER OF BIDS INVITED: 34 **NUMBER RECEIVED:** 3 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to enter into negotiations with the lowest responsive, responsible bidder Howard Technology Solutions for CISCO SMARTNET SUPPORT AND MAINTENANCE in an effort to bring the bid within available allocated funds under Procurement Code Section 126.201 (d) (4)-Negotiations. The bid does not exceed by more than ten percent of the available funds and it is the best interest for the City to negotiate due to bids tight timeliness as it is detrimental to the overall completion of this project.

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 3 MEMBERS DISAPPROVING 0 DATE: 12-5-19

OTHER:

ACTION OF AWARDING AUTHORITY DATE 12/5/19

APPROVED ✓ BH DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Brian Hughes
Chief Administrative Officer
For Mayor Lenny Curry
Under Authority of
Executive Order No: 2019-02