SUBJECT: CISCO EQUIPMENT VoIP PHONES AND LICENSES

BID #: SC-0540-18 **OPEN DATE:** 09/05/2018

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 - LOWEST, RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 9 **NUMBERS RECEIVED:** 3 **OTHER** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:

Recommend approval of award to the lowest responsive, responsible bidder, Presidio Networked Solutions, LLC for the purchase of Cisco Equipment VoIP Phones and Licenses. Total not-to-exceed amount is $75,164.70.

Funding for this award to be encumbered by account AFIT53A-ITC001-02-069427 to be executed by Purchase Order(s).

Attachments: Recommendation Memo, Tabulation, Terms and Conditions.

ANALYST: Marleen Doran
MARLEEN DORAN

RESPECTFULLY SUBMITTED Greg Pease
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Kenneth Lathrop, Chief of Information Technologies

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(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

September 12, 2018

TO: Greg Pease, Chief of Procurement Division

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

FROM: Thomas Ossi, Technology Contract and Records Manager

SUBJECT: **SC- 0540-18 Cisco Equipment VoIP Phones and Licenses**

Information Technologies Division (ITD) submitted an RFP to Procurement Division for solicitation of Cisco Equipment VoIP Phones and Licenses on Bid # SC-0540-18.

Procurement Division scheduled the bid opening date for September 5, 2018. Procurement Division provided the bid tabulation sheets showing the number of received bids three (3) and zero no bids.

ITD Management recommends awarding the bid to the lowest, responsive responsible bidder Presidio Networked Solutions, LLC.

VENDOR	TOTAL AWARD AMOUNT
Presidio Networked Solutions, LLC	$75,164.70

The total award amount not to exceed $75,164.70.

Funding source will be Index Code: AFIT53A – ITC001-02 Sub Object 069427.

You favorable consideration of this request is appreciated.

Cc: Robert Gray, Technology Infrastructure Manager
Michael Rooney, Network and Telecom Infrastructure Manager

Attachment: Bid Tab Sheet

Title:	Cisco Equipment VoIP Phones and Licenses									
Bid #:	SC-0540-18									
Bid Date:	9/5/18									
Buyer:	Marleen Doran									
No. Invited:	9	No. Received: 3		No Bids:	0					
Recorded By:	R. Barnett									
ITEM	MODEL #	Est. QTY	UoM	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL	UNIT PRICE	EXTENDED TOTAL	
				Presidio Networked Solutions, LLC		Synergy Telecom, Inc.		NetSync		
Bidders must bid on all items to be considered for award.										
1	Cisco IP Phone 8961 Part #CP-8961-C-K9-RF	20	EA	$241.86	$4,837.20	$117.00	$2,340.00	$258.54	$5,170.80	
2	Cisco IP Phone 8821 Part #CP-8821-K9	5	EA	$230.95	$1,154.75	$491.70	$2,458.50	$461.90	$2,309.50	
3	Cisco IP Conference Phone 7832 Part # CP-7832-K9	5	EA	$308.45	$1,542.25	$514.42	$2,572.10	$517.40	$2,587.00	
4	CCX 11.0 Add-on Licenses Part # CCX-11-ADD-K9	1	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
5	CCX 11 autoexpanded PAK Part # CCX-11-PAK-CCX	1	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
6	CCX 11.0 Adv Quality Manager Seat Qty 1 License Only Part # CCX-11-AQM LIC	20	EA	$347.50	$6,950.00	$458.70	$9,174.00	$430.90	$8,618.00	
7	SWSS Upgrades CCX 11.0 Adv Quality Manager Seat Qty 1 Part # CON-ECMU-CCXAMQA1	20	EA	$94.35	$1,887.00	$96.46	$1,929.20	$89.91	$1,798.20	
8	CCX 11.0 PRE Seat Qty 1 ADDON License Only Part # CCX-11-A-P-LIC	20	EA	$997.50	$19,950.00	$1,316.70	$26,334.00	$1,236.90	$24,738.00	
9	SWSS Upgrades CCX 11.0 Pre Seat Qty 1 Part # CON-ECMU-CC11APLC	20	EA	$272.00	$5,440.00	$278.08	$5,561.60	$259.20	$5,184.00	
10	SWSS Upgrades CCX 11.0 Add-on License Part # CON-ECMU-CC11ADD	1	EA	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	
11	Enhanced User Part # LIC-CUCM-11X-ENH	195	EA	$79.80	$15,561.00	$138.60	$27,027.00	$130.20	$25,389.00	
12	Enhanced User Smartnet Part # CON-ECMU-LICXENHA	195	EA	$28.05	$5,469.75	$28.68	$5,592.60	$26.73	$5,212.35	
13	Unity Standard User Part # UnityCN11-STD-USR	195	EA	$39.00	$7,605.00	$49.50	$9,652.50	$46.05	$8,979.75	
14	Unity Standard User Smartnet Part # CON-ECMU-UNITCNOS	195	EA	$12.75	$2,486.25	$13.04	$2,542.80	$12.15	$2,369.25	
15	Emergency Responder User Part # ER11-USR-1	195	EA	$10.00	$1,950.00	$13.20	$2,574.00	$12.40	$2,418.00	
16	Emergency Responder User Smartnet Part # CON-ECMU-ER11USR1	195	EA	$1.70	$331.50	$1.74	$339.30	$1.62	$315.90	
			EQUIPMENT TOTAL :	**$75,164.70**		**$98,097.60**		**$95,089.75**		
			TERMS:	^	Net 30		Net 30		Net 30	
			DELIVERY:		30 days		30 days		28 days	
			CONFLICT OF INTEREST:		X		X		X	
NOTES: (Items 4, 5 and 10 pricing are included as part of other line items).										

TERMS AND CONDITIONS
CISCO EQUIPMENT VoIP PHONES AND LICENSES

1. SCOPE

The Information Technologies Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s)/service(s) 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 items and to obtain pricing commitments for the purchase of **CISCO EQUIPMENT VOIP PHONES AND LICENSES.**

2. AWARD

Award will be to the lowest responsive, responsible bidder. Bidders must bid on all items to be considered for award. Awards are subject to the availability of funds.

3. TERM OF AGREEMENT

This is a supply contract terms from date of approved award for a 12 month term.

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 shall provide proof of applicable local business license.

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. Contact: Network 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 to the 9th floor storage area 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.