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Title: CONSIDER APPROVAL OF AMENDMENT NO. 2 TO MAINTENANCE AND SUPPORT CONTRACT WITH INTELLI-FLEX INC. FOR THE AVAYA PHONE SYSTEM AND RESOLUTION NO. 20-043 AMENDING THE GENERAL FUND BUDGET (CITY COUNCIL)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Exhibit No. 1 - Intelli-Flex Quote #3780.pdf, 2. Exhibit No. 2 - Intelli-Flex Contract Services Agreement.pdf, 3. Exhibit No. 3 - Intelli-Flex, Inc. Amendment No. 1.pdf, 4. Exhibit No. 4 - Intelli-Flex Proposed Amendment No. 2.pdf, 5. Exhibit No. 5 - Resolution No. 20-043.pdf

Date	Ver.	Action By	Action	Result
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Report to Mayor and City Council

Tuesday, April 07, 2020

Consent

SUBJECT:

CONSIDER APPROVAL OF AMENDMENT NO. 2 TO MAINTENANCE AND SUPPORT CONTRACT WITH INTELLI-FLEX INC. FOR THE AVAYA PHONE SYSTEM AND RESOLUTION NO. 20-043 AMENDING THE GENERAL FUND BUDGET (CITY COUNCIL)

I. SUMMARY

On August 20, 2019, City Council approved contract amendment no. 1 with Intelli-Flex, Inc. for maintenance and hardware support contract for the City’s Avaya Phone system. Staff is requesting approval of an amendment no. 2 for an additional contract sum of \$12,800.00 for ad-hoc services.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE Amendment No. 2, to the contract with Intelli-Flex, Inc. for maintenance and support of the Avaya phone system for ad-hoc services.

2. AUTHORIZE the Mayor to execute Amendment No. 2 to the contract with Intelli-Flex, Inc. upon approval as to form by the City Attorney.

3. WAIVE further reading and adopt, Resolution No. 20-043, A Resolution of the City of Carson, City Council, amending the fiscal year 2019-20 budget in the general fund.

III. ALTERNATIVES

TAKE any other action the Council deems appropriate.

IV. BACKGROUND

In 2016, Intelli-Flex Inc. was the lowest bidder on RFP No. P16-05 and was awarded a three-year contract for maintenance and hardware support for the City's Avaya Phone system for a total three year contract sum of \$59,610 ("Agreement"). In August 2019, through Amendment No. 1 of the Agreement, the parties extended the Agreement by one year (through September 30, 2020), and expanded the scope of services to include Avaya software and hardware maintenance and support services for 12 City parks. The increased Contract Sum under Amendment No. 1 was \$103,571.86. **Now, due to the City's Network Administrator position being vacant, additional ad-hoc hours are required for phone support.** Staff is requesting an additional \$12,800.00 to cover the ad-hoc hours for the remainder of the Agreement for a Contract Sum not to exceed \$116,371.86.

Intelli-Flex is intimately familiar with all the detailed technical aspects and idiosyncrasies of the City of Carson's Avaya phone system. Not only did they install the phone system in 2014, but have been dedicated to maintaining it ever since. Staff is pleased with their service and technical knowledge and would like to continue their service for another year as a sole source.

V. FISCAL IMPACT

A budget amendment is necessary to increase FY 2019/20 general fund budget allocation for the contract by \$12,800.00 in account number 101-50-520-101-6004.

VI. EXHIBITS

1. Intelli-Flex Quote #3780. (pg. 3)
2. Intelli-Flex Contract Services Agreement. (pgs. 4 - 147)
3. Intelli-Flex Amendment No. 1. (pgs.148 - 197)
4. Intelli-Flex Amendment No. 2. (pgs. 198 - 203)
5. Resolution No. 20-043. (pgs. 204 - 205)

1.

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