



# CITY OF CARSON

## Legislation Text

File #: 2019-776, Version: 1

### Report to Mayor and City Council

Tuesday, August 20, 2019

Consent

#### **SUBJECT:**

**CONSIDER APPROVAL OF AMENDMENT NO. 1 TO MAINTENANCE AND SUPPORT CONTRACT WITH INTELLI-FLEX INC. FOR THE AVAYA PHONE SYSTEM (CITY COUNCIL)**

#### **I. SUMMARY**

On October 18, 2016, Intelli-Flex, Inc. was awarded a three-year maintenance and hardware support contract for the City's Avaya Phone system. Staff is requesting approval of an Amendment No. 1 to extend the term of the Agreement so that it expires on September 30, 2020 for an additional contract sum of \$43,961.86, and to expand the Scope of Services to include Avaya software and hardware maintenance and support services for 12 City parks.

#### **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE Amendment No. 1, to the contract with Intelli-Flex, Inc. for maintenance and support of the Avaya phone system, to extend the term for one year from October 1, 2019 - September 30, 2020, for the additional amount of \$43,961.86, and to expand the scope of services.
2. AUTHORIZE the Mayor to execute Amendment No. 1 to the contract with Intelli-Flex, Inc. upon approval as to form by the City Attorney.

#### **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. The three year contract will expire

on September 30, 2019. Staff is seeking a one year contract extension (through September 30, 2020) and an expansion of the scope of services to include Avaya software and hardware maintenance and support services for 12 City parks. The cost for the one year renewal and the expanded scope of services is \$33,961.86, and staff is requesting \$10,000.00 for ad-hoc services that fall outside of the City's coverage, for a total sum of \$43,961.86.

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. We are pleased with their service and technical knowledge and would like to continue their service for another year as a sole source.

## **V. FISCAL IMPACT**

Funds have been budgeted for these items in FY 2019/20 in account number 101-50-520-101-6004.

## **VI. EXHIBITS**

1. Intelli-Flex Quote #37066. (pg. 3)
2. Intelli-Flex Quote #37073. (pg. 4)
3. Intelli-Flex Contract Services Agreement. (pgs. 5 - 168)
4. Intelli-Flex Amendment No. 1. (pgs. 169 - 175)

1.

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