



CITY OF CARSON

Legislation Text

File #: 2021-842, Version: 1

Report to Mayor and City Council

Wednesday, November 03, 2021

Consent

SUBJECT:

CONSIDER AN AWARD FOR MAINTENANCE AND HARDWARE SUPPORT CONTRACT TO INTELLI-FLEX INC. FOR THE AVAYA PHONE SYSTEM (CITY COUNCIL)

I. SUMMARY

On June 10, 2021, the Purchasing Division released an RFP (No. 21-023) for Maintenance and Hardware Support for the City's Avaya Phone system at all City facilities and Intelli-Flex was selected. Since the cost of this maintenance and support contract exceeds the amount that the City Manager may approve, the City Council is being asked to approve the award of a service contract.

II. RECOMMENDATION

1. APPROVE a three-year annual maintenance, repair and hardware support contract to Intelli-Flex Inc. for the City's Avaya city-wide phone system, with two City options to extend for additional one-year periods, in an amount not to exceed \$51,338.64; and
2. AUTHORIZE the Mayor to execute the contract after approval as to form by the City Attorney.

III. ALTERNATIVES

TAKE another action the City Council deems appropriate.

IV. BACKGROUND

The Purchasing Division released an RFP (No. 21-023) for the Maintenance and Hardware

Support for all phones and phone systems located at all City parks and facilities.

The bid opening was held in the City Clerk's office at 5:00 p.m. on June 28, 2021. There were two (2) bid responses: 1) Applied Integrated Solutions and 2) Intelli-Flex Inc. Applied Integrated Solutions did not have the required documentation and as a result, its proposal was not responsive to the City's RFP. Intelli-Flex, Inc. was the lowest bidder at \$17,112.88 per year for a three-year total of \$51,338.64. It should be noted here that Intelli-Flex, Inc.'s proposal contained a mathematical miscalculation resulting in a total contract sum of \$51,406.64, but that error was addressed and resolved which is the reason the contract sum is \$51,338.64.

Since the total cost of this maintenance and support exceeds the amount that the City Manager may approve, the City Council is being asked to approve the award of the three year service contract.

V. FISCAL IMPACT

Funds have been budgeted for these items in FY 2021/22 in - General Fund - City Manager - Information Technology Operations - Professional Services, account number 01-50-615-003-6004.

VI. EXHIBITS

1. Intelli-Flex Contract

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