

**AGENDA ITEM EXECUTIVE SUMMARY**

Agenda Item number: 6a

Title:

Recommendation to approve an agreement with Sentinel Technologies to provide network assessment and design services for a fixed cost of \$66,335.

Presenters:

Steve Weishaar, Network Systems Manager

Meeting: Government Operations Committee

Date: April 2, 2018

Proposed Cost: \$66,335

Budgeted Amount: \$66,335

Not Budgeted: **Executive Summary** *(if not budgeted please explain):*

The City's computer network is a digital communications system that enables the City's personal computers, laptops, servers, and telephones to exchange information with each other and, if required, the Internet. As a result, the City's computer network is essential to its business operations.

To meet the City's need for an updated computer network that meets both its current and future business requirements a Request for Qualifications (RFQ) was released to identify network assessment and design services consultants with the required experience and qualifications. The City received three responses to its RFQ, and two were selected to receive the Request for Proposal (RFP). The scope of the project includes the following tasks:

- 1) Document the current state of the City's network environment,
- 2) Develop a comprehensive, updated network design utilizing industry best practices,
- 3) Develop a baseline for a future RFP used to procure the hardware, software and professional services needed to implement the updated network design, and
- 4) Evaluate the City's data center capabilities and requirements.

The City received two responses to its RFP. Staff from the IS Department and Public Works Electric Utility Division evaluated the proposals based on the proposed scope of services, the consultant firm's experience, the strength of the proposed project team, and the completeness of the proposal.

Based on their top ranked evaluation score and lowest weighted proposal cost, the evaluation team is recommending Sentinel Technologies for the project.

Attachments *(please list):***Recommendation/Suggested Action** *(briefly explain):*

Recommend approval of an agreement with Sentinel Technologies to provide network assessment and design services for a fixed cost of \$66,335.