

**COUNCIL ACTION FORM**

**SUBJECT: AWARD OF CONTRACT FOR REPLACEMENT AND UPGRADE OF CORE NETWORK SWITCH TO REDUNDANT CORE SWITCHES TO CARRIER ACCESS**

**BACKGROUND:**

In assessing the City network infrastructure over the past year, staff has identified the opportunity to replace and upgrade the network core switch to improve network reliability and speed. The core network switch serves as the primary router for the City network and the fiber consolidation point for the connectivity between City Hall, the Internet, and remote locations.

Currently, one core network switch handles all traffic. If that core switch fails or requires maintenance, the entire City network is down until the switch is repaired or replaced. The phone system, access to servers, file sharing, and internet access all depend on an operating network core switch. To improve reliability, staff plans to install two core switches with redundant connections. If one of the core network switches fails, the network will still function. Redundant core network switches also provide the ability to replace, upgrade, and maintain the switches without taking down the network.

Network speed will also be improved by this replacement. The new core switches will provide a larger number of high capacity connections and are backward compatible with older devices. This will improve network speeds, internet connection speeds, and voice quality on the phone network.

A request for quotation was prepared for the required equipment and a single quote was received:

<b>Respondent</b>	<b>Project Cost</b>
Carrier Access Inc., Clive, IA	\$119,070.35

Staff has reviewed the proposal and it is acceptable. The replacement of the core network switch was estimated at \$118,950 and was included as part of an overall equipment placement budget for the IT Division. The additional funds needed for this purchase will come from budgeted IT funds.

**ALTERNATIVES:**

1. Award a contract to Carrier Access Inc, of Clive, Iowa for the replacement of the core network switches and associated infrastructure at a cost of \$119,070.35.
2. Delay purchase of this equipment and direct staff to consider other alternatives.

**CITY MANAGER'S RECOMMENDED ACTION:**

It is critical to implement new core switches to accommodate the additional devices that are added to the network and provide fast and reliable service as more systems shift to being cloud based. The redundancy added by new core switches will reduce network outages and will provide the ability to keep the core switching upgraded and secure without having down time to the City network and the services it supports.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



# REQUEST FOR QUOTATION

FINANCE DEPARTMENT / PURCHASING DIVISION

July 10, 2020

**RFQ # 2021-003**

**Core & Distribution Switch Project**

**Bids will be received until 5:00 p.m. local time on July 20, 2020**

All bids shall be submitted to the City of Ames, Purchasing Division, 515 Clark Avenue, Ames, IA, 50010 on or before the time above. Bids shall be made on the Bid Form furnished by the City of Ames. Bids may be mailed, e-mailed to [madair@city.ames.ia.us](mailto:madair@city.ames.ia.us) or faxed to 515-239-5325.

The City of Ames reserves the right to reject any or all bids, to waive informalities, and to make such awards as it shall deem to be in the best interest of the City.

**CITY OF AMES CONTACTS:**

**For questions concerning equipment specifications, please contact:**

**Information Technology:** William Ledvina, Network Administrator  
Phone: 515-239-5384  
E-mail: [William.ledvina@cityofames.org](mailto:William.ledvina@cityofames.org)

**For questions concerning the bid procedures, please contact:**

**Purchasing Division:** Mike Adair, Procurement Specialist II  
Phone: 515-239-5128  
E-mail: [mike.adair@cityofames.org](mailto:mike.adair@cityofames.org)

## BID FORM

Company Name of Bidder Carrier Access IT, LC

The undersigned as bidder offers to furnish and deliver, F.O.B. Ames, Iowa, the equipment specified herein per the City of Ames requirements.

- **Bidders must be a Certified Cisco Reseller**
- **No Substitutions**

**GROUP I – CITY HALL:**

QTY	DESCRIPTION	UNIT COST	EXTENDED COST
1 Each	Cisco Catalyst 9500 2 x C9500-48Y4C, 8 x QSFP-40G-SRBD	\$ 21,803.33	\$ 21,803.33
5 Each	SmartNet NBD 8X5	\$ 2,663.88	\$ 13,319.40
1 Each	DNA Advantage License - 5 Year	\$ 9,278.20	\$ 9,278.20
1 Each	650W AC Config 4 Power Supply front to back cooling	\$ 1,008.00	\$ 1,008.00
1 Each	Cisco pluggable SSD storage	\$ 1,380.00	\$ 1,380.00
4 Each	QSFP40G BiDi Short-reach Transceiver	\$ 553.84	\$ 2,215.36
1 Each	DNA Advantage License 5 Year	\$ 9,278.20	\$ 9,278.20
1 Each	650W AC Config 4 Power Supply front to back cooling	\$ 966.00	\$ 966.00
1 Each	Cisco pluggable SSD storage	\$ 1,380.00	\$ 1,380.00
4 Each	QSFP40G BiDi Short-reach Transceiver	\$ 553.84	\$ 2,215.36
4 Each	40GBASE-LR4 QSFP Module	\$ 5,278.96	\$ 21,115.34
2 Each	Meraki MS250-48LP L3 Stck Cld-Mngd 48x GigE 370W PoE Switch	\$ 4,399.90	\$ 8,799.80
2 Each	Meraki MS250-48LP Enterprise License and Support, 5YR	\$ 747.50	\$ 1,495.00
2 Each	Meraki 640WAC PSU - 640 W	\$ 188.78	\$ 377.56
2 Each	Meraki 40GbE QSFP Cable, 0.5 Meter - 1.64 ft QSFP Network Cable for Network Device - QSFP Network - 40 Gbit/s	\$ 50.60	\$ 101.20
<b>GRAND TOTAL (GROUP I):</b>			<b>\$ 94,733.25</b>

Delivery Time: Up to 10 days upon completion

Company Name of Bidder Carrier Access IT, LC

- Install new core and access switches at each site
- Configure new switches with best-practice AAA/security settings
- Configure new switches to match existing environment
- Create migration plan from existing to new infrastructure
- Physically migrate cables from old to new switches
- Logically migrate L3 routing from old to new switches
- Create final diagram showing downstream connectivity to access switches
- Remote support following cut-over
- 2 hours post-install to discuss routing, redundancy, etc.

**GROUP II – POWER PLANT:**

QTY	DESCRIPTION	UNIT COST	EXTENDED COST
2 Each	Meraki MS425-32 L3 Cld-Mngd 32x 10G SFP+ Switch	\$ 10,125.00	\$ 20,250.00
2 Each	Meraki MS425-32 Enterprise License and Support, 5 Year	\$ 1,784.80	\$ 3,569.60
2 Each	Meraki 250WAC PSU	\$ 258.75	\$ 517.50
<b>GRAND TOTAL (GROUP II):</b>			<b>\$ 24,337.10</b>

Delivery Time: Up to 10 days upon completion

- Join new switches to Meraki dashboard
- Configure switches with best-practice AAA/security settings
- Document cable/SFP types between buildings connected to the power plant
- Configure new switches according to the above information
- Onsite, after-hour assistance with the installation of these switches

The undersigned bidder certifies that this bid proposal is made in good faith without collusion or connection with any other person or persons bidding on the work.

The undersigned bidder states that this bid proposal is made in conformity with the Contract Documents and agrees that, in the event of any discrepancies or differences between any conditions of this bid proposal and the Contract Documents prepared by the City of Ames, Iowa, the provisions of the latter shall prevail.

The prices quoted herein are exclusive of all taxes such as sales and use taxes. The City of Ames is exempt from the following taxes: State of Iowa Sales and Use Taxes by Certificate No. 85-499, and Manufacturer's Federal Excise Tax by Registration No. A-102678.

Company Name of Bidder	<u>Carrier Access IT, LC</u>
Address of Bidder	<u>1275 NW 128th Street, Suite 210</u>
City, State, & Zip Code	<u>Clive, Iowa 50325</u>
Signature of Authorized Agent	<u><i>Bryan Stanford</i></u>
Printed Name and Title	<u>Bryan Stanford, Account Manager</u>
Telephone Number	<u>515-987-9297</u>
Fax Number	<u>515-440-0595</u>
E-mail Address	<u>bstanford@carrieraccessinc.com</u>

Local Vendor with a valid local business certificate. City of Ames notarized Local Business Certificate may be included in this response or a current valid certificate on file in Purchasing.

**Check appropriate box:**

<input type="checkbox"/> Individual/Sole Proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/Estate Single-Member LLC <input checked="" type="checkbox"/> Limited Liability Company. Enter the tax classification (C=Corporation, S=S Corporation, P=Partnership) <u>P</u> Note: For single-member LLC that is disregarded, do not check LLC. Check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other _____ Taxpayer Identification Number (TIN) <u>82</u> - <u>3033025</u>
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**CITY OF AMES, IOWA**  
**STANDARD TERMS & CONDITIONS**

1. Bids must be manually signed on the authorized signature line. Title, company names, and phone numbers should be completed.
2. The City of Ames Purchasing Division is the only authorized source of proposal forms. Proposal forms obtained from any other source may have an incomplete set of documents. Bidders using a proposal form not obtained from the City of Ames Purchasing Division are advised to contact the City of Ames Purchasing Division to provide a contact name, mailing address and phone number to enable receipt of necessary addenda. Reproduction of these documents without the express permission of the City of Ames is prohibited.
3. The City of Ames, Iowa is not obligated for expenditures unless funds have been encumbered by purchase order.
4. All prices are to be quoted FOB Destination with full freight and/or delivery charges allowed. Any applicable freight charges must either be included in the material cost or shown as a separate item for consideration of quotation.
5. All prices quoted are considered valid for thirty days after quotation due date unless otherwise specified.
6. Failure to deliver or perform as quoted will be grounds for cancellation of contract without notice to the contractor or penalty to the City.
7. The release of information by the City to the public is subject to Iowa Code Chapter 22 and other applicable provisions of the law relating to the release of records in the possession of the City. Bidders are encouraged to familiarize themselves with these provisions prior to submitting a bid proposal. All information submitted by a vendor may be treated as public information by the City unless the bidder properly requests that information be treated as confidential and cites to applicable confidentiality provisions of Chapter 22 at the time of submitting the proposal. In the event the bidder marks each page of the proposal as proprietary or confidential without adhering to the requirements of the Section, the City may reject the proposal as noncompliant.
8. This contract is governed by the law of the State of Iowa with venue in Story County District Court.
9. By submitting a bid proposal, the bidder agrees that the City may copy the bid proposal for purposes of facilitating the evaluation or to respond to request for public records. The bidder consents to such copying by submitting a proposal and warrants that such copying will not violate the rights of any third parties. The City will have the right to use ideas or adaptations of ideas which are presented in the proposals. In the event the vendor copyrights its proposal, the City may reject the proposal as noncompliant.
10. Local Consideration Program: The Ames City Council passed a resolution adopting a Local Consideration Program for the procurement of goods and/or services by competitive bid or proposal. A 1% local consideration shall be applied to acceptable bids or proposals from businesses located within Ames City limits and pays commercial property tax. Submit a notarized Local Business Certificate with your response. If your company is already registered, or if this does not apply to your business, do not complete the form. Local Consideration Program details, application and current list can be found at <http://www.cityofames.org/local-consideration-program>.