



# AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING

Meeting Date: December 5, 2017

Agenda Item 6-H

**Approvals:**

City Manager [Signature]

Dept. Head [Signature]

Attorney [Signature]

Finance [Signature]

**Department:** Finance and Administrative Services  
**Prepared By:** Brian Brower, Information Technology Manager BB

**Subject:** **NETWORK SWITCHING EQUIPMENT BID AWARD.**

**Fiscal Impact:** Yes. The total purchase price of \$133,885 is within the Fiscal Year (FY) 2017-18 approved budget amount of \$150,000.

**Summary:** Staff seeks City Council approval to award bid number IT-008 'Switch and Router Refresh' for the purchase of replacement switch and router equipment from CDW-G LLC, in the amount of \$133,885, which includes \$9,630 in sales tax.

**Background:** The network switching system is a critical element of the City's IT infrastructure. The switch and router replacement was identified as a high priority project in the 2017 IT Strategic Plan Update and is budgeted in Fiscal Year (FY) 2017-18. All City data traffic transverses the switching system from the data center to the end user terminal. The equipment is 8-10 years old, nearing the end of the expected lifespan. The upgraded system will allow for future growth, improved performance and is a critical component of the VoIP telephone system.

**Discussion:** The project was publicly advertised on the City's electronic bid system and bidding was closed on November 21, 2017. Seven bids were received and the lowest responsible bidder was CDW-G LLC, in the amount of \$124,255, plus sales tax of \$9,630, for a total of \$133,885.

**Recommended**

**Action:** STAFF RECOMMENDS THAT the City Council approve the purchase of switching equipment in the total amount of \$133,885 from CDW-G LLC.

**Attachments:** None.

- Notification:**
1. Approved Memory Corp
  2. CDW Government LLC
  3. CPACinc.com
  4. Hypertec USA Inc
  5. AIXTEK
  6. Itech Devices Inc.
  7. Howard Industries, Inc.