

REQUEST FOR PROPOSAL – COMPUTER NETWORK SUPPORT, MAINTENANCE,  
DESIGN, AND IMPLEMENTATION SERVICES

ADDENDUM

Last Updated: June 28, 2015

1. Network inventory – managed services. If a firm determines services based on the hardware below, then also include the cost for additions and deletions. The City expects to add new hardware, upgrade existing hardware (i.e. exchange an existing unit with a new unit), and retire hardware (remove an existing unit without a direct replacement). If a vendor submits a plan that includes a fixed cost for managed services, then include a pricing model to accommodate changes in hardware. This could include, but not be limited to refunds, prorated costs, credits etc.

A possible option is to classify hardware into cost categories such as 5500 Firewall, Catalyst switches, VPN appliances, etc. The majority of current Ethernet switches are not POE, but the City expects to purchase this capability in Catalyst switches going forward. The majority of the Catalyst switches are utilizing fiber capabilities.

Current key network components are:

Quantity	Hardware
3	ASA Firewalls (5510, 5515X, 5525)
2	ASA 5505 Appliance (for VPN)
3	Catalyst 3850
1	Catalyst 2960
2	2800 routers

2. Project Quotes. After the Contract is executed between the selected vendor and the City, project work will be through a quote prepared by the vendor and accepted by the City. The vendor's quote will describe the work being performed, breakdown of labor utilizing labor rates shown in the contract, and travel expenses. Terms, conditions and other contractual issues will be part of the Contract originally executed.

For example, the City had one vendor that attached several pages of legal provisions to every quote sent to the City, regardless of the project cost. This will not be acceptable. The City cannot run every project quote through the City Attorney's office for legal review. However, in rare cases, the City at its sole discretion, may determine that a full contract is needed for large projects.

**NOTE: The proposal must include a sample quote that will be used by the vendor for projects.**

