

**South Portland City Council
Position Paper of the City Manager**

Subject:

ORDER #18-16/17- Award of Bid #21-16 to ePlus Technology, of Portland, ME, for technology upgrades for the School Department. Passage requires majority vote.

Position:

The School Department is requesting approval to award Bid #21-16 for technology upgrades to Small, Brown and Dyer Elementary Schools.

Bid specifications requested quotes for the following components:

Item #1	12	Cisco SFP-10G-LR, or equivalent, switch modules
Item #2	6	Cisco 2960-X, WS-C2960x-48P-FPD-L, switches, or equivalent
Item #3	6	GLC-LH-SM, or equivalent, switch modules
Item #4	6	C2960X-STACK Flexstack Plus modules, or equivalent
Item #5	75	Cisco Meraki MR34, or equivalent, Cloud Managed Access Points- installed and configured

Bids were opened on February 10, 2016. There were eight bids received ranging in price from \$4,788.00 to \$31,426.68 for Item #1, \$13,160.04 to \$30,11.34 for Item #2, \$435.36 to \$4,700.34 for Item #3, \$479.00 to \$3,913.68 for Item #4, and \$34,275.00 to \$63,997.50 for Item #5. The quotes for all five items ranged in price from \$27,162.00 to \$129,089.22.

Andrew Wallace is recommending the award be made to the third lowest bidder, ePlus Technology, of Portland, ME, for Items #2, #4, and #5 only in the amount of \$83,147.50. The two lowest bidders, Integration Partners for \$61,242.45 and Fairpoint for \$50,589 quoted ineligible equipment that did not meet specifications.

Attached is a memorandum from Andrew Wallace regarding this bid. He will be at Monday's meeting to answer any questions.

Requested Action:

Council passage of ORDER #18-16/17.


Assistant City Manager

TO: James Gailey, City Manager
FROM: Andrew Wallace, Director of Technology
RE: Wireless Upgrade for Kaler and Skillin Schools
DATE: July 15, 2016

It has been almost nine years since our schools shifted away from isolated, hardwired computer labs to the purposeful use of mobile technology in our classrooms, integrated with what we teach. In 2008 and 2010 we outfitted our elementary schools with wireless equipment designed to accommodate a few carts of laptops. Since then there has been a proliferation of wireless devices in education, most notable among them the iPad tablet. Consumers are hard pressed to be able to find computers these days that are still able to be hardwired.

Laptops and tablets allow the flexibility of whole class instruction, or differentiation for smaller groups of students. Unfortunately the equipment from 2008 is no longer adequate to address the demands on our wireless networks. In order to best leverage our ongoing purchases of mobile technology, and cloud-based software we must upgrade the wireless infrastructure of our elementary schools.

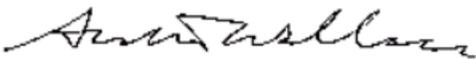
Last year we upgraded the wireless networks at Skillin and Kaler. This year we are finishing the elementary schools by upgrading Brown, Dyer, and Small.

It is worth noting that up to 50% of this purchase will be refunded due to our participation in the Federal E-Rate program which has a new focus on subsidizing wireless coverage in America's schools.

Because two lower responses included ineligible equipment (from Integration Partners and Fairpoint), we would like to request award of bid 21-16 to E-Plus Technology of Portland, Maine in the amount of \$83,147.50

I will be at the City Council meeting on July 18 to answer any questions. Thank you for your consideration of this purchase.

Respectfully submitted,



Andrew Wallace

From E-Rate Communications Reserve account:



INVITATION TO BID

FINANCE DEPARTMENT

GREGORY N. L'HEUREUX
Finance Director

KRISTIE BRADBURY
Deputy Finance Director

COLLEEN C. SELBERG
Purchasing Agent

CISCO EQUIPMENT – or equivalent

Sealed bids for furnishing the City of South Portland School Department with Cisco Equipment (or equivalent) as specified below and in the attached proposal will be received by the City Purchasing Agent, Room 105, City Hall, 25 Cottage Road, South Portland, Maine until 2:00 PM, **Wednesday, February 10, 2016** at which time they will be publicly opened and read aloud. Proposals received after above stated date and time will not be considered.

Bids shall be submitted on the attached bid form in sealed envelopes, plainly marked "Bid #21-16 for Cisco Equipment" and shall be addressed to the Purchasing Agent at the above address.

Actual receipt of equipment will be after July 1st. Payment for equipment will be after July 1st and is contingent upon successful receipt of Federal E-Rate funding for the items below. Delivery to be made upon receipt of purchase order and shall be F.O.B., Information Services, 25 Cottage Rd Street, South Portland, Maine.

All bidders should list their valid E-Rate SPIN Number.

Equipment can be in NEW or REFURBISHED condition and be accompanied by standard manufacturers warranties. Equivalents will be considered.

Please contact Chris Dumais cdumais@southportland.org and Andrew Wallace atw@spsd.org with any questions.

It is the custom of the City of South Portland to pay its bills within 20 to 30 days following delivery of and receipt of bills for all items covered by the purchase order. In submitting bids under attached specifications bidders should take into consideration all discounts, both trade and time, allowed in accordance with the above payment policy. All bidders should quote net prices, therefore, exclusive of all Federal Excise Taxes.

The City of South Portland reserves the right to waive all informalities in bids, to accept any bid or any portion thereof, or to reject any or all bids should it be deemed in its best interest to do so. Except as otherwise required by law or as specifically provided to the contrary herein, the award of this bid shall be governed by the City's purchasing ordinance.

Colleen C. Selberg
Purchasing Agent

P R O P O S A L

The UNDERSIGNED hereby proposes to furnish Cisco Equipment – or equivalent - to the City of South Portland, Maine, F.O.B., City hall, 25 Cottage Rd, South Portland, Maine, with delivery to be made upon receipt of purchase order, in accordance with the attached Invitation to Bid, the following specifications, and at the following prices and delivery times:

Qty	Description	Price	Total Price
12	Cisco SFP-10G-LR, or equivalent, switch modules	\$	\$
6	Cisco 2960-X, WS-C2960x-48P-FPD-L, switches, or equivalent	\$	\$
6	GLC-LH-SM, or equivalent, switch modules	\$	\$
6	C2960X-STACK Flexstack Plus modules, or equivalent	\$	\$
75	Cisco Meraki MR34, or equivalent, Cloud Managed Access Points- installed and configured	\$	\$

Small Elementary School: 2 switch, 2 sfp modules, 2 Flexstack, 26 WAPs
87 Thompson Street, South Portland, Maine 04106

Brown Elementary School: 1 switch, 2 sfp modules, 2 Flexstack, 26 WAPs
37 Highland Avenue, South Portland, Maine 04106

Dyer Elementary School: 1 switch, 2 sfp modules, 2 Flexstack, 23 WAPs
52 Alfred Street, South Portland, Maine 04106

Signed: _____
(Corporation, Firm or Company)

By: _____
(Officer, Authorized Individual or Owner)

Title: _____
Mailing
Address: _____

Zip Code _____ Date: _____

Telephone: _____ Fax: _____

Email: _____

NOTE: Bids must bear the handwritten signature of a duly authorized member or employee of the organization making the bid.



CITY OF SOUTH PORTLAND

THOMAS E. BLAKE
Mayor

JAMES H. GAILEY
City Manager

EMILY F. CARRINGTON
City Clerk

SALLY J. DAGGETT
Jensen Baird Gardner & Henry

IN CITY COUNCIL

ORDER #18-16/17

District One
CLAUDE V. Z. MORGAN

District Two
PATRICIA A. SMITH

District Three
EBEN C. ROSE

District Four
LINDA C. COHEN

District Five
BRAD FOX

At Large
MAXINE R. BEECHER

At Large
THOMAS E. BLAKE

ORDERED, that award of Bid 21-16 be and hereby is made to ePlus Technology, of Portland, ME, in the amount of eighty three thousand one hundred forty-seven dollars and fifty cents (\$83,147.50) for technology upgrades for the School Department.

\$63,501 shall be charged to the School Department E-Rate Communications Reserve Account #00220115-773010-90023.

\$19,646.50 shall be charged to the School Department Technology Reserve Account #00202589-765000-91849.

Fiscal Note: \$83,147.50

Dated: July 18, 2016