

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/~~Ord~~ No.: 19579
 Sponsor(s): Dennis Waits
 Date: September 11, 2017

SUBJECT	Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance Project/Title: <u>Transferring \$13,612.00 within the General Fund and awarding a Thirty-Six Month Contract with Two Twelve-Month Options to Extend, for the Information Technology Department for Installation and Furnishing of High Speed Internet Service to Unite Private Networks of Kansas City, Missouri under the Terms and Conditions of Request for Proposal No. 31-17.</u>
----------------	--

BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$13,612.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$13,612.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$13,612.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>Transfer From: 001-5101-58173 General, Non-Departmental, Computer Equipment/Terminals</td> <td style="text-align: right;">\$13,612.00</td> </tr> <tr> <td>Transfer To: 001-5101-56430 General, Non-Departmental, Telephone Utility</td> <td style="text-align: right;">\$13,612.00</td> </tr> <tr> <td>Funding Summary: 001-5101-56430 General, Non-Departmental, Telephone Utility</td> <td style="text-align: right;">\$13,612.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: _____ Estimated Use: _____</p> <p>Prior Year Budget (if applicable): \$7,920.00 Prior Year Actual Amount Spent (if applicable): \$12,960.00</p>	Amount authorized by this legislation this fiscal year:	\$13,612.00	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$13,612.00	Amount budgeted for this item * (including transfers):	\$13,612.00	Source of funding (name of fund) and account code number:		Transfer From: 001-5101-58173 General, Non-Departmental, Computer Equipment/Terminals	\$13,612.00	Transfer To: 001-5101-56430 General, Non-Departmental, Telephone Utility	\$13,612.00	Funding Summary: 001-5101-56430 General, Non-Departmental, Telephone Utility	\$13,612.00
Amount authorized by this legislation this fiscal year:	\$13,612.00																
Amount previously authorized this fiscal year:																	
Total amount authorized after this legislative action:	\$13,612.00																
Amount budgeted for this item * (including transfers):	\$13,612.00																
Source of funding (name of fund) and account code number:																	
Transfer From: 001-5101-58173 General, Non-Departmental, Computer Equipment/Terminals	\$13,612.00																
Transfer To: 001-5101-56430 General, Non-Departmental, Telephone Utility	\$13,612.00																
Funding Summary: 001-5101-56430 General, Non-Departmental, Telephone Utility	\$13,612.00																

PRIOR LEGISLATION	Prior ordinances and (date): Prior resolutions and (date): n/a
--------------------------	---

CONTACT INFORMATION	RLA drafted by (name, title, & phone): Kyle Brack, Sr. Buyer, 881-3265
----------------------------	--

REQUEST SUMMARY	<p>The IT Department requires a Contract for the Installation and Furnishing of High Speed Internet Service. IT is requiring a faster internet connection that will assist in the critical day-to-day and cloud-based functions to keep up with technological advancements and bandwidth requirements. The Purchasing Department issued Request for Proposal No. 31-17 in response to this requirement.</p> <p>The Purchasing Department issued Request for Proposal No. 31-17 to meet these requirements. A total of twenty-four (24) notifications were distributed and six (6) responses were received. CenturyLink's proposal was not evaluated due to non-responsiveness. The below five (5) proposals were evaluated as follows:</p> <table border="1" style="width: 100%; text-align: center;"> <thead> <tr> <th>Respondent</th> <th>Proposed Method of Performance (25 points possible)</th> <th>Experience and Reliability (25 points possible)</th> <th>Pricing (50 points possible)</th> <th>Total Score (out of 100 possible)</th> </tr> </thead> <tbody> <tr> <td>Spectrum Stamford, CT</td> <td>25</td> <td>15</td> <td>18</td> <td>58</td> </tr> <tr> <td>AT&T Dallas, TX</td> <td>25</td> <td>18</td> <td>12</td> <td>55</td> </tr> </tbody> </table>	Respondent	Proposed Method of Performance (25 points possible)	Experience and Reliability (25 points possible)	Pricing (50 points possible)	Total Score (out of 100 possible)	Spectrum Stamford, CT	25	15	18	58	AT&T Dallas, TX	25	18	12	55
Respondent	Proposed Method of Performance (25 points possible)	Experience and Reliability (25 points possible)	Pricing (50 points possible)	Total Score (out of 100 possible)												
Spectrum Stamford, CT	25	15	18	58												
AT&T Dallas, TX	25	18	12	55												

Windstream Little Rock, AR	25	25	45	95
Consolidated Comm. Lenexa, KS	25	10	25	60
Unite Private Networks Kansas City, MO	25	25	50	100

The Evaluation Committee evaluated five proposals submitted and determined that Unite Private Networks (UPN) is the best respondent, as shown in the above scoring matrix. UPN is not charging the County any installation fees, and of the five pricings evaluated, UPN is the overall lowest. The following are the per-month prices proposed from each of the five (5) respondents: Spectrum: \$2,558.99; AT&T: \$2,826.25; Windstream: \$1,200; Consolidated Communications: \$1,999.95; UPN: \$1,051.00.

The total cost to the County, including any applicable taxes, will not exceed \$13,612. Taxes are estimated at \$1,000 annually.

Pursuant to Section 1054.6 of the Jackson County Code, the Chief Financial Officer recommends the award of a Contract for the Installation and Furnishing of High Speed Internet Service to Unite Private Networks of Kansas City, Missouri as the best proposal received.

The Information Technology Department also requests the transfer of \$13,612 within the General Fund as follows:

	FROM:	TO:
001-5101-58173 General, Non-Departmental, Computer Equipment/Terminals	\$13,612	
001-5101-56430 General, Non-Departmental, Telephone Utility		\$13,612




CLEARANCE

- Tax Clearance Completed (Purchasing & Department) n/a
- Business License Verified (Purchasing & Department)
- Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office) n/a

ATTACHMENTS

Evaluation Scoring Matrix, IT Dept. Recommendation Memo, and United Private Network's pricing sheet

REVIEW

Department Director: 	Date: 9/7/2017
Finance (Budget Approval): <i>If applicable</i> 	Date: 9/7/17
Division Manager: 	Date: 9/7/17
County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in ____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance #
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.



REQUEST FOR PROPOSAL 31-17 Evaluation Matrix
RFP NAME: High Speed Internet
DEPARTMENT NAME: IT

No	Respondent	Proposed Method of Performance <small>(25 points possible)</small>	Experience and Reliability of Contractor's Organizations <small>(25 points possible)</small>	Pricing <small>(50 points possible)</small>	Total Score
1	Spectrum	25	15	18	58
2	AT&T	25	18	12	55
3	Windstream	25	25	45	95
4	Consolidated Communications	25	10	25	60
5	Unite Private Networks	25	25	50	100

COMMENTS:



**Department of
INFORMATION TECHNOLOGY
JACKSON COUNTY, MISSOURI**

Res. 19579

(816) 881-3151

415 E. 12TH STREET
KANSAS CITY, MO 64106

MEMORANDUM

TO: Kyle Brack, Senior Buyer

FROM: Michael E. Lear, Assistant Director of I.T. – Technical Support

DATE: July 20, 2017

RE: Recommendation for I.T. High Speed Internet RFP 31-17

RFP 31-17 was sent out seeking proposals for a High Speed 1 Gb Internet Connection to be installed for use by all County Departments. The results from awarding this bid will be the ability to use the expanded bandwidth for County business as well as Office 365 and other in the Cloud Web Applications.

The County received five responses from AT&T, Consolidated Communications, Spectrum, United Private Networks, and Windstream.

The review of the responses was performed by the staff of the County IT Department.

After the review of the proposals, we recommend that the County award the bid to Unite Private Networks. This recommendation is based upon an overall review of the proposals in which we rated each vendor's proposed method of performance, vendors experience and reliability, and pricing. Unite was the low bidder for the RFP. The award will be for three years with two twelve -month options to extend.

The cost of the Unite bid is \$ 12,612.00 per year plus any applicable taxes. Estimated taxes based on the taxes the County is not exempt from on its communication lines is estimated at \$1,000.00 per year for a total cost of \$ 13,612.00 per year.

Please accept this as the County IT Departments recommendation to award this RFP bid to United Private Networks.

This contract should be charged to account 001-5101-56430.

Jackson County Missouri Request for Proposal No. 31-17

PRICING SUMMARY

4.8 Pricing

4.8.2

4.8.2.1 Monthly Charges

- **1Gig Symmetrical Dedicated Fiber Internet**
\$795.00 Monthly
- **/26 IP block of static IP addresses**
\$256.00 Monthly

Total Monthly Recurring Charges: \$1,051.00 (Pricing based on 36-Month Term with Two 12-Month Options to extend.)

4.8.2.2 Installation Charges

UPN will not charge installation fees of any kind.

4.8.2.3 Early Termination Charges

UPN has attached a copy of the Sample Agreement that it uses with its customers. Early Termination Penalties usually include 100% of the remaining fees due under the contract. However, UPN recognizes that the County is a municipal entity and that the County would be able to terminate the agreement for non-appropriations of funds as noted in the General Conditions above. UPN will comply with this requirement

4.8.2.4 Any other expenses not covered

N/A

4.7.6 Increasing bandwidth Options

- **2 Gig Dedicated Internet Service: \$2,100 Monthly (\$1,305 Monthly Increase)**
- **5Gig Dedicated Internet Service: \$4,355 Monthly (\$3,560 Monthly Increase)**
- **10Gig Dedicated Internet Service: \$5,705 Monthly (\$4910 Monthly Increase)**