

City of Foster City

11/25/2019

REQUEST FOR PRICING

Hyper Converged Server Cluster Replacement

City of Foster City – Dell Nutanix Server Cluster

11/25/2019

**The City of Foster City is looking for a Hyper Converged Server Cluster solution. The vendor selected will be responsible for the implementation and maintenance of all selected components, project management, training, and providing a complete installation that meets the City's performance requirements.**

The City invites you to submit a proposal to furnish materials in accordance with the terms, conditions and specifications contained in this document. Please complete the proposal form as instructed below and return it to the specified e-mail address by the due date. No extensions to the deadline will be allowed. All responses must be in an email to:

TO: Aaron Siu  
asiu@fostercity.org  
Due Date: 12/19/2019

The undersigned proposes to provide solution and installation services to the City for the stated prices in accordance with the terms and conditions set forth in this document.

**VENDOR:**

Company Name	
Street Address of Company	
City, State, Zip	
Telephone No./Fax No.	
Federal I.D. Tax Number	
Signature of Officer	
Printed Name of Officer	
Title of Officer	

## Appendix B

This Request for Proposal includes the following Sections:

- Section 1 - Introduction / Background
- Section 2 - System Requirements
- Section 3 - RFP Submittal Requirements
- Section 4 - Project Services
- Section 5 - Vendor Evaluation Process

### **TERMS AND CONDITIONS**

1. **DATE DUE:** 12/19/2019
2. **QUESTIONS:** E-mail questions to Aaron Siu at [asiu@fostercity.org](mailto:asiu@fostercity.org). All communication/questions are to be submitted by any vendor to Aaron Siu via e-mail. All responses to questions/clarifications will be posted on the City's website as addendums and any vendor who has provided an e-mail will be notified via e-mail of the posting. Vendors are required to provide an e-mail address to which we may send responses.
3. **REPLY FORMAT:** The Vendor's proposal, signed acknowledgment terms and conditions, including all attachments, must be returned by the due date with submittal. Vendors are required to clearly identify any limitations or exceptions to the requirements defined in this RFP. Alternative approaches will be given consideration if the approach clearly offers increased benefit to the City. **The City is not responsible for non-receipt or misdelivery and that it is bidder's responsibility to ensure we have received their communication. The City's e-mail system does not allow attachments larger than 5MB.**
4. **DEADLINES TIME ZONE:** Where referred to in document, all times are in the Pacific Time Zone.
5. **VENDOR QUALIFICATIONS:** The vendor has been in business doing this type of work for at least the last three years.
6. **RESPONSIVENESS AND SELECTION PROCESS:** The decision for selection will be made on a combination of criteria, including: total cost (including ongoing operating costs); responsiveness to RFP, reputation of Vendor and products in similar installations; quality and completeness of proposal; Vendor's ability to perform in a timely fashion; and the City's perception of Vendor's stability within the industry.

The City reserves the right to reject any and all proposals or to waive any minor errors, discrepancies or irregularities. The selection will be at the discretion of the City and may be made in any manner that best meets the needs of the City.

7. **FIRM PRICES:** All quotes shall be held firm for a minimum of ninety (90) days after the proposal due date to allow adequate time for the City to consider each proposal and make an award. All blanks for unit price and total price shall be completed. All prices shall include sales tax where applicable. Any charges for boxing, packing, crating, cartage, handling, insurance, unloading, inside delivery, and any other related charges shall be included in the bid price provided on the Bid Form. Any discrepancy between the unit price and the extended or total price shall be determined by taking the lower price. Upon receipt of this proposal by the City, the Vendor shall be presumed to be thoroughly familiar with all aspects of this work. The failure or omission to examine any location, equipment, form, instrument or document shall in no way relieve Vendor from any obligation with respect to this proposal.
8. **WARRANTY:** The delivered and installed goods, equipment or services shall be warranted to be free from defects in materials and workmanship. The warranty period shall begin upon final acceptance by

## Appendix B

the City. As a minimum, all goods, equipment and services shall be warranted to operate satisfactorily in accordance with the requirements of these specifications, the representations of the Vendor and the published specifications of the manufacturer(s) for a period of at least one (1) year from the date of acceptance by the City.

9. **CANCELLATION CLAUSE:** The City may terminate and cancel any purchase order or contract that result from this RFP without obligation at any time prior to receipt of the goods or services.

**Section 1****1. Introduction / Background****1.1. The Project**

The City of Foster City is looking for a Hyper Converged Server Cluster. The vendor selected will be responsible for the implementation of all selected components, project management, training, and providing a complete installation that will meet the performance requirements as stated in final contract.

The vendor shall submit a proposed time-line schedule for implementation. The vendor will need to identify staff from their company who will be working on their team and confirm their availability for the duration of the project.

**Tentative schedule and dates:**

Release RFP	11/25/2019
Vendor Written Inquiries (on or before)	12/11/2019
City response to Written Inquiry (on or before)	12/12/2019
Proposals due from potential bidders	12/19/2019
Vendor Notified of accepted bids	1/3/2020
Award of Contract	1/21/2020
System Implementation	TBD

**1.2. Current Systems Environment****3 - Dell Nutanix XC730XD**

Cluster Total of 768GB RAM, 82% in use

Dual Socket E5-2630 CPUs per host, cluster total of 48 cores, 70% in use

20.5TB storage usable, 12.4TB in use

Nutanix Pro subscription

VMware 6.7 Enterprise Plus subscription (we have licensing for up to 4 hosts with 2 CPUs each)

Windows Datacenter subscription (we have licensing for up to 4 hosts with 16 cores each)

100 virtual servers in cluster

10 Gigabit RJ45 network connections

2- Dell N4032 10 Gigabit switches

## **Section 2**

### 2. Desired System

#### 2.1. Hyper Converged cluster

- 2.1.1. Minimum 1TB RAM (cluster total)
- 2.1.2. Minimum 30TB storage usable
- 2.1.3. VMWare Hypervisor
- 2.1.4. 10 Gigabit networking - RJ45 preferred
- 2.1.5. 3 years support

**Section 3**

3. Proposal Submittal Requirements -- below are all the items that must be submitted by the Vendor. Any Vendor who fails to include responses to the following requirements shall be deemed non-responsive.

3.1. Requirement A – General

- 3.1.1. Proposed Timeline for Implementation
- 3.1.2. Copy of proposed Maintenance Contract which includes support options

3.2. Requirement B - Pricing Sheet

- 3.2.1. Component Based Price
- 3.2.2. Maintenance Cost
- 3.2.3. Support Cost (if different from maintenance)
- 3.2.4. Optional Component Price(s) (if necessary)
- 3.2.5. Project Service Costs (See Section 4)

**Section 4**

4. Project Services

4.1. Installation and Integration

Vendor shall be responsible to install and integrate all software/components to complete the system to 'final acceptance' by the City. The City shall determine the final decision on the installation work to be done by whom and when.

4.2. Training

Vendor shall do knowledge transfer to City staff during the course of the implementation.

4.3. Maintenance and Support

Vendor shall submit a three year maintenance pricing structure so the City can prepare the necessary budget. Vendor shall detail what the maintenance/support contract covers – vendor responsibility and city responsibility.



## **Section 5**

### **5. Vendor Evaluation Process**

A multi-phase evaluation process will be used to evaluate and choose the final vendor. At the end of each phase only those vendors that have passed the current phase will move forward to the next.

#### **5.1. Phase 1 - Selection/Evaluation Criteria for RFP Proposals**

Proposals will be reviewed by the City's IT Division. An evaluation matrix will be used to rate proposals based on the items submitted (see Section 4 for submittal requirements).

##### **5.1.1. City Purchasing Ordinance '3.04.260 --Lowest responsible bidder determination' states as follows:**

*In determining the "lowest responsible bidder," the following factors may be considered in addition to price:*

- A. The ability, capacity and skill of the bidder to perform the contract or provide the service required;*
- B. The character, integrity, reputation, judgment, experience and efficiency for the city or other contracting parties;*
- C. The quality of performance of previous contracts or services for the city or other contracting parties;*
- D. The previous and existing compliance by the bidder with the laws and ordinances relating to a contract or service;*
- E. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the services;*
- F. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract. (Ord. 536 § 1 (part), 2007)*

##### **5.1.2. Project Specific Evaluation**

###### **RFP Format Response Section**

The vendor shall respond to all the areas listed in Section 3. The vendor shall describe how their proposal will meet the objectives, tasks, requirements, and other services identified in this document.