



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
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Legislative File No: 2017-0574

TO: Mayor and City Council Members
FROM: Bob Grace, Director Management Information Systems
DATE: December 11, 2017
SUBJECT: Network Services

REQUEST:

City Council is requested to authorize a blanket purchase order for Network Services to IT Solutions Group, Novi, MI in the amount of \$60,000.00 through January 30, 2021.

REASON FOR PURCHASE:

The City issued Request for Proposals utilizing the MITN e-procurement system and received eight (8) proposal responses. The proposals were evaluated by a committee consisting of staff from the MIS department. Based on the evaluation, it is recommended that award be made to IT Solutions Group, as the best value proposal to the City based on their recommended work plan, experience with the City's HC380E server, which is the mainframe of our system, positive references, and their overall cost proposal.

There were two lower cost proposals received. In review of the proposals, the one proposer was deemed to be lacking the required qualifications to perform the services the City needs and was also proposing to partner/subcontract with an outside firm. The other proposer did not provide required references and in review of the proposer's website, which stated they are in the business of supporting smaller businesses, with 1-40 employees, the committee did not feel the company had the qualifications to provide the level of support the City needs. Therefore, the award recommendation to IT Solutions Group is being requested.

Vendor will provide network services including updates and patch management to our Storage Area Network, network switches and our server and disaster recovery environments. Additionally, they will provide ad hoc services if needed which may include emergency, training and version upgrade services.

PROCESS:

Vendor Name and Address:

IT Solutions Group
41039 S. McMahon
Novi, MI 48375

Reason for Selection:

Best Value

Method of Purchase:

Blanket Purchase Order

BUDGET:

Funds are included in the 2018 Adopted Budget and 2019 and 2020 Projected Budgets.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS Fund	636.801000	Professional Services	\$60,000	\$60,000	\$0
		GRAND TOTAL		\$60,000	

RECOMMENDATION:

It is recommended that City Council authorize a blanket purchase order for Network Services to IT Solutions Group, Novi, MI in the amount of \$60,000.00 through January 30, 2021.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Chief Financial Officer		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		