TOWN OF WINDSOR

Virtualization Host Servers 109-19

REQUEST FOR PROPOSAL

THIS IS NOT A REQUEST FOR BIDS AND THE TOWN RESERVES THE RIGHT TO NEGOTIATE AND CONTRACT WITH ANYONE OR NO ONE IN THE BEST INTERESTS OF THE TOWN OF WINDSOR.

I.   INTENT AND GENERAL INFORMATION

The Town of Windsor is seeking proposals for the replacement of two host servers. The successful vendor will enter into a Contract that incorporates both the RFP along with the submitted proposal.

II.   SUBMISSION AND DEADLINE

Proposals must be **received by 2:00 P.M. Wednesday, October 23, 2019.** Email bids to information@townofwindsorct.com with **Virtualization Host Servers 109-19** as the subject.

Questions regarding this RFP may be directed to information@townofwindsorct.com.

III.   SCOPE OF SERVICES

The Town of Windsor is seeking proposals to for the specific parts numbers listed, no substitutes.   Any addition information or clarification will be posted at https://townofwindsorct.com/bid-list/

The proposal shall include the following:

- Itemized Equipment Pricing
- Delivery to
  IT Department
  275 Broad Street
  Windsor, CT 06095

IV.   <u>**TERM OF CONTRACT**</u>

The term of the contract to perform these services will be as negotiated between the Town of Windsor and the selected Vendor. The anticipated time to complete the acquisition and installation is 60 calendar days from the date the contract is awarded.

V.   <u>**CONTRACT MANAGEMENT**</u>

The selected firm will assign one qualified individual, who will be the firm's contact person responsible for directing and coordinating the activities of the firm's personnel and subcontractors in all aspects of the project.

VI.   <u>**PROPOSALS**</u>

The Town of Windsor will not be liable for costs incurred in the preparation of the response to this RFP.

VII.   <u>**VENDOR SELECTION PROCESS**</u>

The vendor will be selected on the basis of the following criteria:

- The equipment proposed meets or exceeds the Town's requirements
- Past performance for the Town of Windsor
- The firms proposed schedule for delivery
- Competitiveness of proposed fees and costs

The Town of Windsor may elect to meet with any, all, or none of the firms prior to selection.

The Town of Windsor reserves the right to reject any or all of the proposals submitted. The Town of Windsor reserves the right to negotiate the cost of this proposal and to award the work to other than the firm with the lowest cost, if it is in the best interest of the Town.

VIII.   COMPLIANCE WITH THE TOWN OF WINDSOR CODE OF ETHICS

No former town employee in administrative pay grade 3 or above and no former board of education employee in a cabinet level position or above shall work for a private firm who has a contract with the town any time within six months after terminating service with the town. If this occurs, the vendor could be subject to penalties up to and including contract termination. (Chapter 2, Article IV, Section 11. Sec. 2-30.)

Windsor is an affirmative action/equal employment opportunity employer.

WBE/MBE/SBE's and Section 3 Contractors are encouraged to participate.

IX.   SPECIFICATIONS

Description	Quantity
HPE ProLiant DL385 Gen10 7302 1P 16GB-R 8SFF 800W RPS Server Mfg. Part#: P16694-B21	2
AMD EPYC 7302 / 3 GHz processor Mfg. Part#: P16643-B21	2
HPE SmartMemory - DDR4 - 16 GB - DIMM 288-pin - registered Mfg. Part#: P19041-B21	30
HPE - power supply - hot-plug / redundant - 800 Watt - 908 VA Mfg. Part#: 865414-B21	2
HPE Integrated Lights-Out Advanced - license + 3 Years 24x7 Support - 1 server Mfg. Part#: BD505A	2
HPE system cabinet bezel kit - 2U Mfg. Part#: 666988-B21	2
HPE system cabinet bezel lock kit Mfg. Part#: 875519-B21	2
HPE HDD filler panel Mfg. Part#: 666987-B21	2
HPE Enterprise Mainstream Flash Media Kit - flash memory card - 8 GB - micr Mfg. Part#: 726116-B21	2
HPE 5 Year Foundation Care 24x7 ProLiant DL385 Gen10 Service Mfg. Part#: HC2S7E	2
Shipping to: Information Technology Department 275 Broad Street Windsor, CT 06095	