

November 6, 2001

Honorable Mayor and Members of
The Hermosa Beach City Council

Regular Meeting of
November 13, 2001

**AWARD OF BID TO PROSUM FOR UPGRADE TO CITY HALL COMPUTER
INFRASTRUCTURE**

Recommendation

Staff recommends that Council:

1. Award PROSUM the bid to redesign and install a Local Area Network/Wide Area Network for City Hall at a total cost of \$65,118.
2. Authorize the City Manager to complete and sign an agreement with PROSUM to design and implement the project and negotiate an agreement to provide SQL server support on an ongoing basis (estimated cost \$20,000 annually).
3. Authorize staff to amend the agreement between Kerry Consultant Group and the City to add \$5,164 for Dennis Vlasich to monitor the design and installation of the new LAN/WAN system and fiber backbone for City Hall.

Background

In the FY 2001-2002 budget, Council approved a \$100,000 budget item to revamp the computer infrastructure (new servers, fiber backbone) to be completed concurrently with City Hall renovation.

At the May 8, 2001 meeting, Council approved the Kerry Consulting Group to develop an RFP for the project and to evaluate the proposals.

Analysis

CITY HALL INFORMATION SYSTEMS PROJECT

On September 13, 2001, staff received three bids for the City Hall project as follows:

Company	Total Bid
PROSUM	\$ 65,118
E-SYSTEMS	\$105,115
VECTOR	\$173,781

Attachment A provides a line item detail for the three bids.

Dennis Vlasich of Kerry Consulting analyzed the bids and determined that PROSUM would be the most favorable from a cost standpoint. In addition, he evaluated the design and equipment (Cisco) proposed by PROSUM to be of extremely high quality.

PROSUM has installed similar systems for the El Toro Water District and the City of El Segundo and provides year round system support for the City of El Segundo.

MS SQL SYSTEM SUPPORT

PROSUM also submitted the lowest hourly rate for server support (@ \$85 per hour). Currently, the City uses CORE Group for support; however, they did not submit a proposal for the City Hall project. Having the same company provide service for a system that designed it is optimum for the City. PROSUM's offices are located in El Segundo, which will reduce response time for service. (The current company is in Orange County.)

Staff anticipates system support costs will be increased from current levels due to the addition of MS SQL servers and due to an increase in the total number of servers in City Hall (from two to six). We budgeted \$7,200 for FY 2001-2002 and will transfer additional funds if necessary to finish this Fiscal Year from Prospective Expenditures. It is estimated that annual support costs for the new system will range from \$15,000 – 20,000.

In their initial proposal, PROSUM bid for a service level equivalent to one day per week which staff has evaluated to be excessive. As such, staff requests the opportunity to negotiate an hourly rate with the company. Service fees will not be charged until the City Hall installation is complete and accepted by the City.

SUMMARY

At the October 23, 2001 meeting, City Council adopted a Technology Master Plan for City operations. Updating the City Hall computer infrastructure is an integral part of the plan. Its completion will meet the new demands of our software upgrades and will provide the hardware necessary for future improvements to our information systems.

FISCAL IMPACT:

CITY HALL PROJECT

\$75,280 expenditure from the Information Systems Budget. \$100,000 approved by City Council in the FY 2001-2002 budget (account # 5402).

PROSUM contract:	\$65,118
Kerry Consulting:	\$ 5,164
Contingency	<u>\$ 5,000</u>

Balance remaining in budget: \$24,718

MS SQL SYSTEM SUPPORT

Transfer from Prospective Expenditures: TBD

Respectfully submitted:

Concur:

Mary C. Rooney
Assistant City Manager

Stephen R. Burrell
City Manager

Viki Copeland
Finance Director