



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		6/25/2012			
Department:		Purchasing			
Department Head		Diane Palmer-Boeck			
Agenda Coordinator (include phone #): Dianna Wike x7549					
CAPTION					
CSP No. 2012-162-C for a 1 year contract with 4 City optional renewals for Avaya Telecommunications Equipment and Services to Affiliated Telephone, Inc. in the estimated annual amount of \$500,000, and authorizing the City Manager to execute all necessary documents.					
FINANCIAL SUMMARY					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	2012-13, 2013-14, 2014-15, 2015-16, 2016-17	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	0	0	0
Encumbered/Expended Amount		0	0	0	0
This Item		0	0	0	0
BALANCE		0	0	0	0
FUND(S): TECHNOLOGY SERVICES FUND, VARIOUS OTHER DEPARTMENTS AND FUNDS					
<p>COMMENTS: This item approves expenditures from various funds for the Avaya (Nortel) Telecommunications Equipment including maintenance, moves, adds, changes, hardware, upgrades, and software. The estimated annual amount from the Technology Fund is \$134,987 for the first year of maintenance. The contract amount is not to exceed \$500,000 annually from the various funds for all services and is subject to annual budget appropriations.</p> <p>STRATEGIC PLAN GOAL: Establishing an annual contract for telephone and communications infrastructure expenditures relates to the City's Goal of Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
<p>The Telecommunications staff recommends the competitive sealed proposal of Affiliated Telephone, Inc. for Avaya Telecommunications Equipment and Services, be accepted as the best value in the estimated first year annual amount of \$134,987 for maintenance. The annual award will not be based upon the total proposed price of \$134,987. The estimated annual amount for this contract is \$500,000, which is the proposal price for the first year of maintenance, plus pricing for optional contract products and services for Avaya Telecommunications Equipment and Services. The amount budgeted for this contract is \$500,000 per year.</p>					



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List of Supporting Documents: Memorandum Recap	Other Departments, Boards, Commissions or Agencies



Memorandum

To: Dianna Wike
Contract Specialist – Purchasing Division

From: Edward Jenkins
Telecommunications / Support Services Manager

Date: 6/1/12

Re: Recommendation Memo – CSP 2012-162-C for Avaya
Telecommunications Equipment and Services

The City of Plano solicited proposals to provide Avaya (Nortel) maintenance, support and equipment for the existing telephone network. Affiliated Telephone, Inc. was the sole proposer for this service. Telecommunications has reviewed the proposal from Affiliated Telephone, Inc. and recommends the contract be awarded to them for the term of one year with 4 optional annual renewals in an amount not to exceed \$500,000 annually.

In order to maintain and improve our existing telephone system, it is necessary to have an agreement with an Avaya business partner such as Affiliated. This provides us with 24/7 support with access to quick equipment replacement when needed.



CITY OF PLANO

CSP NO. 2012-162-C CSP FOR AVAYA TELECOMMUNICATIONS EQUIPMENT AND SERVICES

CSP opening Date/Time: May 21, 2012 at 3:00 PM

Number of Vendors Notified: 922

Vendors Submitting “No Bids”: 0

Number of Proposals Submitted: 1

Affiliated Telephone, Inc. \$134,987

Proposals Received – Not Considered: 0

Recommended Vendor(s):

Affiliated Telephone, Inc. \$134,987

Dianna Wike

June 6, 2012

Dianna Wike, Contract Specialist

Date