



CITY COMMISSION STAFF REPORT

DEPARTMENT: Administration

DATE: January 23rd, 2024

SUBJECT: RFQ 2023-1-IT, IT MANAGED SERVICES - **Administration**

CITY MANAGER RECOMMENDATION: Recommendation for City Commission to authorize City Manager to enter contract negotiations with top-ranked vendor VC3, Inc.

BACKGROUND OF ITEM:

Request for Qualifications (RFQ) 2023-1-IT, IT Managed Services was issued October 31, 2023 to competitively bid services where a contractor will work cooperatively in a hybrid capacity with Cooper City IT staff in managing, implementing, troubleshooting, monitoring, and developing all IT related projects and infrastructure. The contractor will assume responsibility for all aspects of the City's IT Infrastructure alongside the City's on-site staff and be an additional point of contact for all staff and external vendors regarding IT related issues. The contractor would provide remote support to all users and devices while being able to send on-site support in the event of an emergency or IT coverage. The respondent would also be an additional layer of support for Cooper City's IT staff for all IT related concerns. The respondent shall be responsible for maintaining, upgrading, and monitoring of the City's network infrastructure i.e. bandwidth, switches, servers, firewalls, and all endpoint devices.

ANALYSIS:

The procurement process to competitively bid these services began October 31, 2023, with the issuance of RFQ 2023-1-IT. The RFQ closed December 5, 2023 receiving a total of (10) ten proposals from the following qualified vendors:

1. Advizex Technologies, LLC,
2. Networked Solutions INC dba EssentialNet Solutions, Inc.,
3. Konica Minolta Business Solutions USA Inc,
4. Rolle IT LLC
5. Sentinel Technologies, Inc
6. Telefonica Tech, Inc
7. TSACACH LLC dba Tech Friendly
8. United Data Technologies, Inc
9. VC3, Inc.
10. World Wide Technology, LLC

In accordance with the City's Procurement Code, an Evaluation Committee (EC) was established, comprised of (3) three members with a mix of internal and external subject matter experts and stakeholders as follows:

1. Jonathan Lopez – Sr. IT Technician
2. Christopher Neves – BSO Sergeant
3. Ryan Eggleston – City Manager

The committee convened for a total of (2) two meetings to thoroughly assess the proposals.

After initial evaluations on January 10, 2024, the EC short-listed the following three proposers:

1. Konica Minolta Business Solutions USA, Inc.
2. United Data Technologies, Inc.
3. VC3, Inc.

These three vendors were invited to provide formal presentations and question-and-answer sessions on January 17, 2024. During this meeting, the EC conducted final evaluation and rankings, and voted to recommend to the City Commission to authorize the City Manager to enter contract negotiations with the top-ranked vendor VC3, Inc. If the City Manager is unable to negotiate a satisfactory contract with the top-ranked vendor, then the City Manager may commence sequential negotiations with the successive ranked vendors until an agreement is attained.

Final Rankings:

1. VC3, Inc.
2. United Data Technologies, Inc.
3. Konica Minolta Business Solutions USA, Inc.

STRATEGIC PLAN: Strategic Goal #2 (Digital Security) and Strategic Plan #4 (Digital Revitalization)

PROCUREMENT: Sec. 2-256 – Methods of Source Selection

FISCAL IMPACT:

To be determined as part of the negotiations.

ALTERNATIVES: None at this time

ATTACHMENTS:

1. Solicitation – RFQ 2023-1-IT, IT Managed Services
2. Submittal and Presentation – VC3, Inc.
3. Tabulations/Rankings