

CITY OF JACKSON, MISSOURI

Request for Proposal

Network Server and Related Services

These Specifications are included in and are a part of the Proposal Documents for this Program.

SCOPE OF WORK: This is a request for proposals for replacement of an existing Windows network server, including hardware and associated software, setup, configuration and optional backup services.

LOCATION OF WORK: Jackson City Hall – 101 Court Street, Jackson, Missouri.

MATERIAL SPECIFICATIONS AND LABOR REQUIREMENTS:

Server specifications (alternate bids must be equivalent or better than the specifications outlined below):

Dell PowerEdge R450 Rack Mount Server

- 1 x Intel Xeon Silver 4309Y 8-Core Processor
- 4 x 32GB Memory (128GB Memory Total)
- 1 x PERC H755 SAS RAID Controller Card
- 2 x 240GB M.2 (RAIDI, VMWare)
- 2 x 800W Power Supplies
- iDRAC9, Enterprise Remote Management

VMWare vSphere Essentials (Server Virtualization)

Windows Server 2022 Standard 9supporting two Virtual Machines)

Windows Server 2022 User CALs

Huntress End-Point Security Managed Detection & Response (MDR) Service (Annual Charge)

Build and configure DELL server with RAID disk protection.

- Install VMWare and setup two VMs (DC01 and FS01)
- Install Windows Server 2022 Standard on 2 VMs.
- Install Window Updates on 2 VMs.
- Bring new server on-site and install.
- Promote DC and join computers to the domain.
- Install and configure MDR
- Migrate/Copy File Shares, Redirects (new) to File Shares.
- Update all workstations to point to new server (including Folder Redirection)
- Joint test and QA with City of Jackson staff.

- Document any updated network and server configuration.

Recommended Off-Site Back-Up Service (Software, Services, and/or Hardware) is requested as an additional option. This option will be evaluated independently from the server specifications and related services, subject to present or future purchase consideration.

WORKDAYS/TIMES: All on-site work shall be performed during the work week of Monday through Friday from 8:00 a.m. through 5:00 p.m., unless deemed necessary and approved by the City's Information Technology Director.

NOT-TO-EXCEED CONTRACT PRICE: Vendor shall furnish all labor, equipment, and materials for the Program and to perform all related work as provided for and in accordance with the specifications and proposal documents for a cost-not-to-exceed price as indicated on the proposal sheet. The total compensation to be paid to Vendor for the performance of the work is a maximum amount and may be reduced during the course of performance of the work based upon the individual unit price values provided to the City by Vendor on the proposal sheet.

NO GUARANTEE OF WORK: Any award of a proposal shall not obligate the City in any way to use any of the services listed herein or to use Vendor for any certain period of time. In addition, the City shall not be liable for damages to Vendor in the event that the City does not use any services proposal herein.

COMMUNICATIONS: Vendor shall be responsive to City communications via phone, text, email, or in person.

PERMITS AND LICENSES: Vendor shall, at its own cost, secure all permits and licenses required by City Code and State Statute and give all notices necessary and incidental to lawful prosecution of the work.

LAWS TO BE OBSERVED: Vendor shall at all times observe and comply with all Federal, State and Municipal laws and regulations, and shall comply with all orders and decrees which exist at the present or which may be enacted later, or bodies or tribunals having jurisdiction or authority over the work and no plea of misunderstanding or ignorance will be considered.

VENDOR'S UNDERSTANDING: It is understood and agreed that Vendor is, by careful examination, satisfied as to the nature and location of the work, the character, quality, and quantities of the work necessary, the character of the equipment and facilities needed for the execution of work, the general and local conditions, and all other matters which can in any way affect the work under this contract.

PROTECTION OF WORK AND PROPERTY: Reasonable care shall be taken when working in the vicinity of people, vehicles, buildings, and property.

COMPLETION DATE: Vendor shall complete all work within 90 days of contract award, unless otherwise agreed to in writing by both Vendor and City.

PAYMENT: Payment shall be made in one (1) lump sum following the completion of the Project.

REQUIRED INSURANCE: Successful Vendor must furnish proof of:

- Professional Liability Insurance with a minimum limit of \$1,000,000 each occurrence/\$2,000,000 general aggregate written on an occurrence basis.
- Commercial General Liability Insurance with a minimum limit of \$1,000,000 each occurrence/\$2,000,000 general aggregate written on an occurrence basis.
- Comprehensive Business Liability Insurance for all owned, non-owned, and hired automobiles and other vehicles used with a combined single limit of \$1,000,000 minimum.
- Worker's Compensation Insurance within statutory limits required by any applicable federal or state law and Employers Liability Insurance with minimum limit of \$1,000,000 per accident.
- Additional Insured Endorsement naming the City of Jackson as an additional insured.
- No provision of this agreement shall constitute a waiver of the City of Jackson's right to assert a defense based on sovereign immunity, official immunity, or any other immunity available under law.
- All coverage shall be on an "occurrence" basis and not "claims made."

RELEASE AND INDEMNIFICATION: To the fullest extent permitted by law, Vendor agrees to indemnify, defend and hold harmless the City of Jackson, its officers, agents, volunteers, lessees, invitees, and employees from and against all suits, claims, damages, losses, and expenses, including but not limited to attorneys' fees, court costs, or alternative dispute resolution costs arising out of, or related to the use of City's facilities, buildings, equipment or infrastructure under this agreement involving an injury to a person or persons, whether bodily injury or other personal injury (including death), or damage to property (including loss of use or diminution in value), but only to the extent that such suits, claims, damages, losses or expenses are caused by the negligence or other wrongdoing of Vendor its officers, agents and volunteers, or anyone directly or indirectly employed or hired by the Vendor or anyone for whose acts the Vendor may be liable, regardless of whether caused in part by the negligence or wrongdoing of City and any of its agents or employees.

BID SHEET: Vendor must prepare and submit a completed Bid Sheet. By signing, the Vendor acknowledges the agreement with the general specifications, conditions, and contract requirements.

QUALIFICATIONS: The Vendor shall be experienced in the installation and configuration of Windows server hardware for a network environment of approximately 30-35 workstations. The Vendor shall provide a business operations overview (two pages maximum) of both qualifications and staffing, including after-hours support availability. In addition, a Certificate of Insurance will be required from the successful bidder.

CHOICE OF LAWS AND VENUE: This Contract shall be governed by the laws of the State of Missouri and the venue for any dispute between the parties shall be in the Circuit Court of Cape Girardeau County, Missouri.

WARRANTY: Vendor will issue a minimum of one-year labor and material warranty for workmanship. If there is a failure, the Contractor will provide free labor and material to correct these problem(s).

ENTIRE AGREEMENT: This Contract contains the entire agreement between the parties and supersedes all prior or contemporaneous written or oral communications. This Contract may be changed or terminated only by an instrument in writing signed by the party against whom enforcement of such change or termination is sought. No breach of any agreement, warranty, or representation shall be deemed waived unless expressly waived in writing by the party who asserts such breach.

SUCCESSORS AND ASSIGNS: The terms, covenants, and conditions of this Contract shall be binding upon and shall inure to the benefit of the successors and permitted assigns of the respective parties to this Contract.

MISCELLANEOUS: All questions and comments concerning this RFP should be addressed to Joan Evans, Information Technology Director by phone at (573) 243-3568 x2017 or by email to jevans@jacksonmo.org.

All sealed responses/bids must be received by Monday, October 16, 2023, at 2:00 p.m., CDT. Information received after that date and time will not be considered. Interested parties must submit two (2) hard copies of their response package to: Liza Walker, City Clerk, 101 Court St., Jackson, Missouri 63755. Package must be clearly marked as “Network Server and Related Service; Attn: City Clerk”.