

EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

PROJECT TITLE:

Request For Proposal 2016-
057 NEC Telephone Network
Maintenance

_____ Briefing
 _____ Proposed Action
 _____ Consent
 _____ X Action
 _____ First Reading
 _____ Second
 _____ Reading
 _____ Third Reading
 _____ Public Hearing

COUNCIL BILL # _____
 Originating Department Finance/Purchasing
 Contact Person Clark Langstraat
 Phone Number 425-257-8901
 FOR AGENDA OF November 23, 2016

Initialed by:
 Department Head _____
 CAA db
 Council President AM

Location **Preceding Action** **Attachments** **Department(s) Approval**
 Information Technology,
 Finance/Purchasing

Amount Budgeted	\$247,519.27 annually	
Expenditure Required	\$247,519.27 annually	Account Number(s): 507 5220000480
Budget Remaining	-0-	
Additional Required	-0-	

DETAILED SUMMARY STATEMENT:

The City's current NEC Service Agreement is due to expire at the end of 2016. Staff has identified the Request For Proposal (RFP) process as the appropriate method for selecting a vendor to provide continued support for the phone network.

The RFP was sent to six vendors, posted on the City's website and advertised in the Herald. A single response was received from Black Box Network Services, the current provider. This response was determined to be responsive and competitive and staff recommends an award to Black Box as the most advantageous to the City.

RECOMMENDATION (Exact action requested of Council):

Award Request For Proposal 2016-057 for NEC Telephone Network Maintenance to Black Box Network Services in the amount of \$247,519.27 including Washington State sales tax.