

**Invitation to Bid**  
**for**  
**Cisco SmartNet Maintenance Contract**

**Issued by the City of Auburn, Alabama**

**Charles M. Duggan**  
**City Manager**  
**144 Tichenor Avenue**  
**Auburn, AL 36830**

**January 17, 2007**

**Submittal Deadline: January 31, 2007 @ 10:00 AM**

**City of Auburn, Alabama  
Invitation to Bid  
for  
Cisco Smartnet Maintenance Contract**

<u>Request for Bid Section</u>	<u>PAGE</u>
<b>Section I - Abstract</b>	<b>3</b>
<b>Section II -Time Schedule</b>	<b>3</b>
<b>Section III -Formal Submission Instructions</b>	<b>4</b>
A. Delivery Address	4
B. Required Information	4
<b>Section IV -Scope of Services</b>	<b>5</b>
<b>Section V -Cost Proposal</b>	<b>5</b>
<b>Section VI -Evaluation Criteria</b>	<b>5</b>
<b>Section VII -Bid Submittal Form</b>	<b>6</b>
<b>Appendix A -List of Equipment and Software</b>	<b>7</b>

**City of Auburn  
Invitation to Bid  
for  
Cisco Smartnet Maintenance Contract**

**I. Abstract**

The City of Auburn, Alabama (the City), invites qualified vendors to submit responses to its Invitation to Bid (ITB) for Cisco SmartNet 27x7x4, 8x5xNBD and Software Application Support with Upgrades maintenance contracts as described in the attached equipment list (Appendix A).

Bids are to include total pricing for a one year period from January 1, 2007 to December 31, 2007. Any vendor submitting a bid must prove that they are an authorized Cisco vendor. The maintenance contract must be with Cisco SmartNet and not with an intermediary service provider.

This ITB is part of a procurement process that helps us serve the City's best interests. It provides a formal and unrestrictive opportunity for the City to consider the services of responding firms. The process being used is the process of competitive sealed bidding. Questions about this process or the requirements must be in writing and forwarded to Purchasing Officer Karen Broome via fax at 334.501-7297 or e-mail to [kbroome@auburnalabama.org](mailto:kbroome@auburnalabama.org). Technical questions about this ITB or the technical requirements must be in writing and forwarded to Information Technology Director James Buston via FAX at (334) 501-7297 or via E-mail to [jbuston@auburnalabama.org](mailto:jbuston@auburnalabama.org).

The scope of services section describes the equipment and software for which the City is seeking SmartNet maintenance. The section sets out requirements, which must be met as stated for the bid to be considered.

**II. Time Schedule**

The City will follow the following timetable which should result in the selection of a firm by February 7, 2007

Issue ITB	January 17, 2007
Deadline for Submittal of Bids	January 31, 2007 10:00 AM
Notify Firm Chosen	February 7, 2007
Issue Contract	February 7, 2007

### III. Formal Submission Instructions

- A. Sealed bids shall be submitted (one original and 3 copies) by **Wednesday, January 31, 2007 at 10:00 A.M. Central Standard Time to:**

Karen Broome  
Purchasing Officer  
City of Auburn  
144 Tichenor Avenue  
Auburn, AL 36830  
Phone: 334-501-7229

**The bids must be in sealed envelopes and must be clearly marked on the outside as “Cisco SmartNet Maintenance Contract.”** An original and three copies of the bid must be presented. No faxed, e-mailed or telephone bids will be accepted.

The bids should be prepared simply and economically, providing a straight forward, concise description of the cost to cover each piece of equipment listed. Late bids will not be accepted unless circumstances were beyond the control of the firm and at the sole discretion of the City. Not allowing sufficient delivery time is not an acceptable excuse.

Bids will be good for a period of sixty (60) days after being opened. Should no award be made within sixty (60) days, all bids will be considered rejected.

- B. All bids must include the following information:
- a. Name and address of firm.
  - b. The name of the contact person that the City should contact for questions and clarifications concerning your firm's bid. Include phone number, fax number, and E-mail address.
  - c. Proof of Cisco partnership and level of Cisco partnership.
  - d. The firm's current Dun and Bradstreet (or equivalent) rating.
  - e. The City reserves the right to reject any and all bids, waive any informality in the bids received and accept any bids that, in its opinion, may be in the best interest of the City. The City does not obligate itself to accept the lowest price or any other bid.

#### **IV. Scope of Services**

The City of Auburn is seeking Cisco SmartNet maintenance contracts on the attached list of equipment and software (Appendix A). It should be noted that the equipment list contains three 6500 switches. The list details the cards that each of those switches contain. SmartNet is to be considered on those switches as they are presently configured (which may be different from their original configuration when purchased).

#### **V. The Cost Proposal**

**All costs must be included in your response.**

- A. The attached list (Appendix A) includes all of the hardware and software the City of Auburn wishes to cover with this contract. The list contains the local common name for the item, the part number for the item and the serial number for the item.
- B. The list is divided into three parts; the 24x7x4, 8x5xNBD, and the Software Assurance with Upgrades.
- C. The City is not responsible for any cost a vendor incurs in responding to this ITB.

#### **VII. Evaluation Criteria**

In making its selection, the City will not only consider cost but also the bid with the best combination of attributes that provides the desired solution, in the opinion of the City. Consideration will be given to the following criteria:

- A. Vendor's Qualifications and Experience
- B. Vendor's Technical Description and responsiveness of the written bid to the purpose and scope of the project
- C. Vendor's partnership with Cisco
- D. Price

**VIII. X. Bid Submittal Form**

TO: CITY OF AUBURN, ALABAMA

Submitted: \_\_\_\_\_, 2007

The undersigned, as Bidder, hereby declares that he has examined the scope of work and informed himself fully in regard to all conditions of the request for bid; that he has examined the equipment list and specifications for the contract and contractual documents relative thereto; and has read all special provisions furnished prior to the opening of bids; that he has satisfied himself relative to the work to be performed.

The Bidder proposes and agrees, if this proposal is accepted, to furnish the City of Auburn with a one year SmartNet Maintenance contract as detailed in the attached document (Appendix A) and as describe in section IV Scope of Service of this document.

Base Bid: \_\_\_\_\_ (in words)

TOTAL LUMP SUM BID PRICE: \$ \_\_\_\_\_

EXCEPTIONS: If "none", so state here: \_\_\_\_\_

If any exceptions of Owner's specifications are offered, attach full explanations to this bid.

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

# Appendix A

**Detailed Description of Hardware and Software to be Covered by this Bid**

<b>Hardware Support</b>				
<b>Local Name</b>	<b>24x7x4 Part Number</b>	<b>Model</b>	<b>Serial No.</b>	<b>Support Desired</b>
COA-Inet	CON-SNTP-2821	CISCO2821	FTX0902D0VH	24x7x4
New Security Router	CON-SNTP-3825HSEC	CISCO3825-HSEC/K9	FTX1049A1YU	24x7x4
IPCC	CON-SNTP-7825HCC1	MCS-7825H-3.0-CC1	M032LJHC2M	24x7x4
COA-DSB-2650XM	CON-NSTP-26XX	CISCO2651XM	JAE0824LGN4	24x7x4
COA-DSB-6509	CON-SNTP-WS-C6509	WS-C6509	SCA05070559	24x7x4
		<b>Card Type</b>	<b>Model</b>	<b>Serial No.</b>
		SFM-capable 48 port 10/100/1000mb RJ45	WS-X6548-GE-TX	SAL08506ZBR
		48 port 10/100 mb RJ45	WS-X6348-RJ-45	SAL0604GWYWC
		48 port 10/100 mb RJ45	WS-X6348-RJ-45	SAD05080MRM
		Supervisor Engine 720 (Active)	WS-SUP720-BASE	SAD0846011R
		Supervisor Engine 720 (Hot)	WS-SUP720-BASE	SAD08460103
		Intrusion Detection System	WS-SVC-IDSM-2	SAD08160BXT
		CEF720 24 port 1000mb SFP	WS-X6724-SFP	SAL08384C01
		PS1	WS-CAC-2500W	ART043601F7
		PS2	WS-CAC-2500W	ART043601FA
		Fan Tray	WS-C6K-9SLOT-FAN2	Part # CNDQAR7GAC
6506_Security	CON-SNTP-WS-C6506	WS-C6506	TBM06430171	24x7x4
		<b>Card Type</b>	<b>Model</b>	<b>Serial No.</b>
		Catalyst 6000 supervisor 2 (Active)	WS-X6K-S2U-MSFC2	SAD064200AA
		SFM-capable 48-port 10/100 Mbps RJ45	WS-X6548-RJ-45	SAL06427J17
	CON-SNTP-WS-FWM1K9	Firewall Module	WS-SVC-FWM-1	SAD064502W0
		Intrusion Detection System	WS-SVC-IDSM-2	SAD073601D1
		PS1	WS-CAC-1300W	SNI06291054
		PS2	WS-CAC-1300W	SNI06291081
		Fan Tray	WS-C6K-6SLOT-FAN	Part # CNMYAEA6AA
CityHall-6509-Cat	CON-SNTP-WS-C6509	WS-C6509	SAL08363E3C	24x7x4
		<b>Card Type</b>	<b>Model</b>	<b>Serial No.</b>
		1000BaseX Supervisor	WS-X6K-SUP2-2GE	SAD0505016M
		Multilayer Switch Feature	WS-F6K-MSFC2	SAD050412BJ
		1000BaseX Supervisor	WS-X6K-SUP2-2GE	SAL0741MUZU
		Multilayer Switch Feature	WS-F6K-MSFC2	SAL0742NFZU
		10/100/1000BaseT Ethernet	WS-X6548-GE-TX	SAL08506ZAC
		10/100/1000BaseT Ethernet	WS-X6548-GE-TX	SAL1012GDLT
		10/100/1000BaseT Ethernet	WS-X6548-GE-TX	SAL085072ZJ
		10/100BaseTX Ethernet	WS-X6348-RJ-45	SAD05080LYB
		T1	WS-X6608-T1	SAD062100RM
		1000BaseX Ethernet	WS-X6408A-GBIC	SAD0504091U
		PS1	WS-CAC-4000W-US	SNI0846BKE5
		PS2	WS-CAC-4000W-US	SNI0847BK3W
		Fan Tray	WS-C6K-9SLOT	Part # CNMYAD9GAA
<b>Hardware Support</b>				
<b>Local Name</b>	<b>8x5xNBD Part Number</b>	<b>Model</b>	<b>Serial No.</b>	<b>Support Desired</b>
VG248 at Boykin	CON-SNT-VG248	VG248	SAD061801G4	8x5xNBD
WRM	CON-SNT-3750G48P	WS-C3750G-48PS-S	F0C08444066	8x5xNBD
WRM	CON-SNT-3750G24P	WS-C3750G-24PS-S	F0C084640E9	8x5xNBD
Closet	CON-SNT-3750G48P	WS-C3750G-48PS-S	F0C1038Y1WC	8x5xNBD
Closet	CON-SNT-3750G24P	WS-C3750G-24PS-S	F0C1030Z11C	8x5xNBD
PSPol-3750-24	CON-SNT-3750G24P	WS-C3750G-24PS-S	F0C0944Y1E1	8x5xNBD
Closet	CON-SNT-ME3750M	ME-C3750-24TE-M	CAT1039ZM5H	8x5xNBD
ACS Server	CON-SNT-CSACS1111	CSACSE-1111-K9	M02WLJH61D	8x5xNBD
VPN Concentrator	CON-SNT-VPN3015	CVPN3015-NR	CAM07374606	8x5xNBD
New CallManager	CON-SNT-MCS7835I	MCS-7835-H1-CC1	USE632N5FT	8x5xNBD
New CallManager	CON-SNT-MCS7835I	MCS-7835-H1-CC1	USE632N5DH	8x5xNBD
<b>Application Support</b>				
<b>Name</b>	<b>Part Number</b>			
IPCC - 4.0(4)	CON-SAU-IPX4PS25			
IPCCC Client (5)	CON-SAU-IPX4PA1 (5)			
CallManager (2) - 4.0(2a)SR26	CON-SAU-CCM32-35			
Unity - 4.0(4)	CON-SAU-UNITYUPG			