



Sacramento Metropolitan Fire District

HEADQUARTERS: 10545 Armstrong Ave. • Mather, CA, 95655 • Phone (916) 859-4300 • Fax (916) 859-3702
 Website: www.sacmetrofire.ca.gov

PURCHASING: 3012 Gold Canal Dr. • Rancho Cordova, CA, 95670 • Phone (916)859-4360 • Fax (916) 859-3729

MARK A WELLS
 Fire Chief

REQUEST FOR BID (RFP: 14-11)

The Sacramento Metropolitan Fire District is requesting written Bids for: **Information Technology Hardware**

SUBMIT SEALED WRITTEN BID TO:

Sacramento Metropolitan Fire District
 Attn: Melissa Penilla, Board Clerk
 10545 Armstrong Ave., Ste. 200
 Mather, CA 95655-4102

Indicate firm name and RFB number on the front of each sealed Bid envelope or package

RFB14-11: Information Technology Hardware

District shall not be responsible for the premature opening of a Bid which is not properly addressed or identified. All Bids received will be stamped by date and time received. This date of receipt will prevail over postmark date.

Technical questions shall be done in writing via email to:

Information Technology Director Mathew Roseberry roseberry.mathew@metrofire.ca.gov and
 Purchasing Manager Mark Jones jones.mark@metrofire.ca.gov

Questions regarding the Request for Bid process shall be done in writing via email to:

Purchasing Manager Mark Jones Jones.mark@metrofire.ca.gov and Purchasing Specialist Matthew Davies
davies.matthew@metrofire.ca.gov

Bidders are responsible for acquiring and submitting the latest version of the Request for Bid. Failure to submit latest version may be deemed non responsive and the bid rejected. Therefore, Bidders shall notify Purchasing Manager and Purchasing Specialist of their intent to submit a proposal, in order that they may be notified in the event of an addendum.

RFB SCHEDULE:	Date	Time	
Issued Date	November 10, 2014		
Questions Deadline	November 17, 2014	4:00 PM	By email only
Submission Deadline	November 26, 2014	12:00 PM	District Headquarters
Bid Opening	December 01, 2014	10:00 AM	District Headquarters
Anticipated Recommendation for Board Approval	December 08, 2014		
Anticipated Board Approval	December 11, 2014	6:00 PM	
Anticipated Award Notification	December 15, 2014		
Published Dates: Sacramento Bee	Tuesday, November 11, 2014 and Saturday, November 15, 2014		

NO EXCEPTIONS

Late submittals will not be considered. Written Bids must be received by the time and at the location specified above. Postmarks will not be accepted. Bids addressed to anyone other than the person specified above under "Submit Sealed Written Bid To," section will not be accepted.

FILLED OUT BY PROPOSER

Signature: _____ Title: _____ Date: ____/____/____

Print Name: _____ Company name: _____

BACKGROUND

Metro Fire serves a population of over 640,000 in a 417 square mile service area; it is the 7th largest fire agency in the State of California. Metro Fire is a combination of 16 smaller fire departments that, over the years, merged to create this California Special District. The last merger was in December 2000 when American River Fire Protection District and Sacramento County Fire Protection District merged to form the Sacramento Metropolitan Fire District.

INTRODUCTION

The Sacramento Metropolitan Fire District (Metro Fire or District) is seeking Bids from interested and qualified vendors to provide best pricing for Information Technology Hardware (wireless switches, routers, etc.) as well as Voice over Internet Protocol (VoIP) telephone upgrade equipment.

SCOPE OF PROPOSAL

A Cost Matrix appears below that contains multiple sections with equipment listed along with quantities. We ask that you complete the Cost Matrix worksheet by providing your **best pricing** for the products listed within each section. Metro Fire requests that you provide pricing information for any or all items (within each section) that you are able to provide. You are not required to propose pricing for all equipment listed in all sections. Metro Fire reserves the right to adjust quantities based on need, or to procure these items elsewhere using cooperative purchasing agreements if we are able to purchase these items at prices less than your bid.

COST MATRIX

Please indicate the pricing for each individual item (Cost EA) you wish to propose pricing for calculating the Sub Total of the indicated quantities, and then computing sales tax in the amount of 8% (if the item is subject to sales tax), and then compute the Total for the line item. Please provide a Grand Total for each Section.

SECTION A - Cisco Equipment					
Equipment Description	QTY	Cost EA	Sub Total	8% Sales Tax (if applicable)	Total
Cisco BE6K Solution Bundle					
Cisco BE6000 Medium Density Server Cisco Business Edition 6000 - Software App version 9.X 10.X	2				
Smartnet 8x5xNBD Cisco Business Edition 6000 UCS Srv 9.0	2				
650W power supply for C-series rack servers	2				
Power Cord 125VAC 13A NEMA 5-15 Plug	2				
Cisco 2911 Router					
2911 Voice Bundle PVD3-16 UC License Pak	2				
Smartnet 8x5xNBD 2911	2				
2 Port 3rd Gen Multoflex Trunk Voice/WAN Interface T1/E1	2				
PVD3 16-Channel to 64-Channel Factory Upgrade	2				

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4 Port Voice Interface Card FXS & DID	4				
				8% Sales Tax (if applicable)	
Equipment Description	QTY	Cost EA	Sub Total		Total
7821 Phones					
Cisco 7821 IP Phone	215				
Smartnet 8x5xNBD	215				
7841 Phones					
Cisco 7841 IP Phone	4				
Smartnet 8x858NBD	4				
UCM Enhanced User Licenses for 7841 phones w/ UCSS & ESW					
UC Manger 10.0 ENH Single User under 1K	4				
Cisco Unified Communications Essential Operate Service - 1 Year - 24x7 - Technical - Electronic Service	4				
Cisco Unified Communications Software Subscription - 1 Year - Technical - Electronic Service	4				
UCM Basic User License for 7821 phones w/ UCSS & ESW					
UC Manager 10.X Basic Single User Under 1K	215				
Cisco Unified Communications Essential Operate Service - 1 Year - 24x7 - Technical - Electronic Service	215				
Cisco unified Communications Software Subscription - 1 Year - Technical - Electronic Service	215				
Cisco Emergency Responder w/ ESW & UCSS					
Emergency Responder User Licenses 1PH for New 10x System	219				
Cisco Unified Communications Essential Operate Service - 1 Year - 24x7 - Technical - Electronic Service	219				
Cisco Unified Communications Software Subscription - 1 Year - Technical - Electronic Service	219				
END OF SECTION A - Cisco Equipment				TOTAL	\$

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SECTION B - IP Paging Equipment					
Equipment Description	QTY	Cost EA	Sub Total	8% Sales Tax (if applicable)	Total
IP Paging					
Atlas Sound IPS-ZC1	45				
END OF SECTION B - IP Paging Equipment				TOTAL	\$

SECTION C - Meraki (1 year warranty)					
Equipment Description	QTY	Cost EA	Sub Total	8% Sales Tax (if applicable)	Total
Meraki MR18	42				
LIC-MR18-1YR	42				
Meraki MS220-24P	51				
LIC-MS220-24P-1YR	51				
Meraki MS220-24	4				
LIC-MS220-24-1YR	4				
Meraki 1 GbE SFP SX Fiber Transceiver	8				
SECTION C - Meraki (1 year warranty)				TOTAL	\$

SECTION D - Meraki (5 year warranty)					
Equipment Description	QTY	Cost EA	Sub Total	8% Sales Tax (if applicable)	Total
Meraki MR18	42				
LIC-MR18-5YR	42				
Meraki MS220-24P	51				
LIC-MS220-24P-5YR	51				
Meraki MS220-24	4				
LIC-MS220-24-5YR	4				
Meraki 1 GbE SFP SX Fiber Transceiver	8				
SECTION D - Meraki (5 year warranty)				TOTAL	\$

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SECTION E - Aerohive (5 year warranty)					
Equipment Description	QTY	Cost EA	Sub Total	8% Sales Tax (if applicable)	Total
Aerohive AH-AP-121-N	58				
Aerohive Ah-HMOL-8x5-5YR-100	58				
Aerohive AH-SR-2024P	58				
Aerohive AH-HMOL-8x5-5YR-SR-2024P	58				
Aerohive AH-ACC-SFP-1G-SX	8				
SECTION E - Aerohive (5 year warranty)				TOTAL	\$

PURCHASE ORDER & INVOICING

Successful vendor or vendors shall be expected to accept a purchase order from the District with Net 45 day payment terms.

GENERAL REQUIREMENTS

The Sacramento Metropolitan Fire District (District) intends to award proposals to the lowest, responsive, responsible proposal. The District reserves the right to reject any or all proposals offered in response to this request, and either rebid or take any other action permitted by statute. The District reserves the right to negotiate the terms and conditions of any final pricing for purchase of the items described herein.

The District intends to award the bid to the most responsive, responsible bidder. To be considered responsive:

1. All forms shall be filled out.
2. All pages of this document must be signed indicating that you have read and understand the bid requirements.

RESTRICTION ON COMMUNICATION WITH STAFF

Questions about the RFB process must be submitted in writing via email and include the company name and RFP name to Mark Jones, Purchasing Manager, jones.mark@metrofire.ca.gov and Matthew Davies, Purchasing Specialist, davies.matthew@metrofire.ca.gov.

Technical questions about this RFB must be submitted in writing via email and include the company name and RFP name to Mathew Roseberry, Information Technology Director, roseberry.mathew@metrofire.ca.gov and Mark Jones, Purchasing Manager, jones.mark@metrofire.ca.gov.

All questions must be submitted by **Monday, November 17, 2014 at 4:00 PM PST**. Any questions received after this time will not be addressed. No questions other than written will be accepted. Once this RFB is issued and until a firm or firms are selected and the selection is announced, firms are not allowed to communicate for any reason with any District employee other than the contacts provided above. The District reserves the right to reject any proposal for violation of this provision.

AMENDMENTS

The District reserves the right to issue addenda or amendments to this RFB. It is the bidder’s responsibility to obtain any and all addenda or amendments and to submit the right document(s) requested. Therefore, it is important to inform Mark Jones, Purchasing Manager, jones.mark@metrofire.ca.gov and Matthew Davies, Purchasing Specialist, davies.matthew@metrofire.ca.gov of your intention to submit a proposal. The District reserves the right to extend the date that responses are due.

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Signature: _____ Title: _____ Date: ____/____/____
 Print Name: _____ Company name: _____

PROPOSER SUBMISSION INSTRUCTIONS

SUBMISSION PACKET

To successfully submit a Bid, Bidders are required to submit a sealed Bid packet to the location specified in the “Submit Sealed Written Bid To” on page 1. The Bid packet shall contain the following documentation:

- This “Request For Bid Document” with signature, title, date, printed name and company name at the bottom of each page indicating that the Bid document, including attachments, were received and read.
- Bidder must submit three (3) copies of its response, one (1) clearly marked “Original,” the other two (2) clearly marked “Copy.”
- Unless otherwise stated, it will be our understanding that all specifications requested in RFB will be met. Unwillingness or inability to comply with any specific provisions in the RFB may result in the Bid being rejected.
- Deviations from specifications must be stated by the proposer when submitting a Bid. If not stated, the District assumes that the specifications are going to be met.

SUBMISSION METHOD

Sealed Bids shall be submitted using one of the following methods:

- In Person – hand delivered to the Sacramento Metropolitan Fire District to the address provided in the “Submit Written Bid To” section.
- By mail - using certified or registered mail with return receipt requested, or by overnight delivery services to the address provided in the “Submit Written Proposal To” section. Proposal must be received by deadline.
- Faxed or e-mail Proposals will not be accepted.

OPENING OF BIDS

The Bids will be opened publicly and read aloud. Bid openings will be listed by bidder name, address and Bid amount only. Evaluation of all Bids will be done at a separate time following Bid opening and will be available to interested Bidders at a later time.

COSTS OF PREPARATION

Bidder assumes all costs of preparation of the Bid and any presentations necessary to the Bid process.

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 Print Name: _____ Company name: _____

COMPANY/CONTACT INFORMATION FORM

COMPANY INFORMATION

Vendor Relationship [] New Vendor [] Existing Vendor
Choose One [] General or Limited Liability Corporation [] General or Limited Liability Partnership [] Individual or Sole-Proprietorship [] Other explain
Business License# Federal Tax Identification #
Legal Contractual Name of Firm:

CONTACT INFORMATION

Address: City: St: Zip-Code:
Mailing Address: City: St: Zip-Code:
Contact Name:
Title:
Email:
Phone: Fax:

FILLED OUT BY PROPOSER
Signature: Title: Date:
Print Name: Company name: