



CITY OF KODIAK  
POST OFFICE BOX 1397, KODIAK, ALASKA 99615

Finance  
907-486-8656 Voice  
907-486-8600 Fax

Cover Sheet Page 1 of 9 Pages

### Invitation to Bid

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PLEASE RETURN THIS INVITATION TO BID BY THE DATE AND TIME SHOWN BELOW OR BID WILL BE REJECTED

DATE OF INVITATION

TIME AND DATE OF OPENING

Bid No.

**June 14, 2019**

**2:00 P.M. July 15 , 2019**

**2019-005**

**Bid No.: 2019-005**  
**Cisco Phone System Upgrade**

The City of Kodiak is accepting sealed bids for Cisco Phone System Upgrade configured as specified in the bid package.

Bids will be opened in the City Conference Rm #116, 710 Mill Bay Road, Kodiak, Alaska.

BIDS RECEIVED BY THE CITY MANAGERS OFFICE AFTER TIME/DATE SPECIFIED FOR THE OPENING OF BIDS, WILL NOT BE CONSIDERED AND WILL BE RETURNED UNOPENED

The City of Kodiak reserves the right to reject any and all bids, to waive informalities, and to reject non-conforming, non-responsive or conditional bids.



## Office of the City Manager

710 Mill Bay Road, Room 113, Kodiak, Alaska 99615

### SECTION I – BID SPECIFICATIONS:

The City of Kodiak is accepting sealed bids for Cisco Phone System Equipment and installation/migration from existing Cisco System.

The following is a list of required equipment for the upgrade:

Part Number	Description	Service Duration (Months)	Qty
<b>Redundant BE6M servers</b>			
<b>BE6M-M5-K9</b>	Cisco Business Edition 6000M (M5) Appliance, Export Restr SW	---	2
CON-SNT-BE6MM5K9	SNTC-8X5XNBD Cisco Business Edition 6000M (M5) Applia	12	2
BE6K-PSU	Cisco UCS 770W AC Power Supply for Rack Server	---	2
BE6K-RAIDCTRLR	Cisco 12G Modular RAID controller with 2GB cache	---	2
BE6K-DISK	300GB 12G SAS 10K RPM SFF HDD	---	12
R2XX-RAID5	Enable RAID 5 Setting	---	2
BE6K-RAM	16GB DDR4-2666-MHz RDIMM/PC4-21300/single rank/x4/1.2v	---	6
BE6K-CPU	2.2 GHz 4114/85W 10C/13.75MB Cache/DDR4 2400MHz	---	2
CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	---	2
VMW-VS6-HYPPLS-K9	Embedded License, Cisco UC Virt. Hypervisor Plus 6.x (2-cpu)	---	2
<b>BE6k SW and licensing</b>			
<b>R-CBE6K-K9</b>	Cisco Business Edition 6000-Electronic SW Delivery-Top Level	---	1
CON-ECMU-RCBE6KK	SWSS UPGRADES Cisco Business Editi	12	1
BE6K-SW-11.5	Business Edition 6000 v11.5 export restricted software	---	1
BE6K-START-UCL35	BE6000 Starter Bundle with 35 UCL Enh and 35 vmail Licenses	---	1
BE6K-UCL-ESS	Cisco Business Edition 6000 - Essential User Connect License	---	74
BE6K-UCL-BAS	Cisco Business Edition 6000 - Basic User Connect License	---	72
BE6K-UCL-ENH	Cisco Business Edition 6000 - Enhanced User Connect License	---	23
BE6K-UCL-VM	Cisco Business Edition 6000-Voicemail/Unified Messaging UCL	---	95
UCM-11X-ENH-UCL	BE6K UCM 11X Enhanced User Connect Lic - Single Fulfillment	---	23

CON-ECMU-UCMENHUC	SWSS UPGRADES BE6K UCM 10X Enhance	12	23
UCN-11X-VM-UCL	BE6000 Unity Connection 11x Basic Voicemail License	---	95
CON-ECMU-UCN10XVM	SWSS UPGRADES BE6K - Unity Connect	12	95
UCXN-11X-SCPORTS	BE6K - Unity Connection 11x - VM Speech Connect Ports	---	2
UCM-11X-BAS-UCL	BE6K UCM 11X Basic User Connect License - Single Fulfillment	---	72
CON-ECMU-UCMUCBAS	SWSS UPGRADES BE6K UCM 10X Basic U	12	72
UCM-11X-ESS-UCL	BE6K UCM 11X Essential User Connect Lic-Single Fulfillment	---	74
CON-ECMU-UCMESSUC	SWSS UPGRADES BE6K UCM 10X Essenti	12	74
LIC-EXP-E-PAK	Expressway Series, Expressway-E PAK	---	1
LIC-EXP-GW	Enable GW Feature (H323-SIP)	---	4
LIC-EXP-E	Enable Expressway-E Feature Set	---	2
LIC-EXP-TURN	Enable TURN Relay Option	---	2
LIC-EXP-AN	Enable Advanced Networking Option	---	2
LIC-SW-EXP-K9	License Key Software Encrypted	---	4
LIC-EXP-SERIES	Enable Expressway Series Feature Set	---	4
EXPWY-VE-E-K9	Cisco Expressway-E Server, Virtual Edition	---	2
BE6K-UXL-START	BE6K Starter Pack - Single Fulfillment Enforcement	---	1
EXPWY-VE-C-K9	Cisco Expressway-C Server, Virtual Edition	---	2
BE-11X-UCL-STR	BE6000 v11 UCL Starter licenses	---	1
CON-ECMU-BE1U1XCU	SWSS UPGRADES BE6000 v11 UCL Starter licenses	12	1
SW-EXP-8.X-K9	Software Image for Expressway with Encryption, Version X8	---	1
BE6K-PAK	Cisco Business Edition 6000 - PAK - Single Fulfillment	---	1
LIC-EXP-DSK	Expressway Desktop Endpoint License	---	58

Replacement for older PRI Gateways			
<b>ISR4321-V/K9</b>	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	---	2
CON-SNT-ISR4321V	SNTC-8X5XNBD Cisco ISR 4321 UC Bundle, PVD4-32, UC L	12	2
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	---	2
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	---	2
PWR-4320-AC	AC Power Supply for Cisco ISR 4320	---	2
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	---	2
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	---	2

MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	---	2
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	---	2
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	---	4
SISR4300UK9-169	Cisco ISR 4300 Series IOS XE Universal	---	2
NIM-1MFT-T1/E1	1 port Multiflex Trunk Voice/Clear-channel Data T1/E1 Module	---	2
PVDM4-64	64-channel DSP module	---	2

Replacement for older VG224 (Uses Essential License on CUCM)			
<b>VG310</b>	Modular 24 FXS Port VoIP Gateway with PVDM3-64	---	2
CON-SNT-VG310ICV	SNTC-8X5XNBD Cisco VG310 - Modular 24 FXS Port Voice	12	2
SVG3XUK9-15603M	Cisco VG3X0 UNIVERSAL	---	2
MEM-CF-256MB	256MB Compact Flash for Cisco 1900, 2900, 3900 ISR	---	2
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	---	2
HWIC-BLANK	Blank faceplate for HWIC slot on Cisco ISR	---	2
PVDM3-64	64-channel high-density voice DSP module	---	2
SL-VG3X0-IPB-K9	Cisco VG3X0 IP Base License	---	2
SL-VG3X0-UC-K9	Cisco VG3X0 Unified Communications License	---	2

Replacement for older VG202 (Uses Essential License on CUCM)			
<b>VG202XM</b>	Cisco VG202XM Analog Voice Gateway	---	3
CON-SNT-VG202XM	SNTC-8X5XNBD Cisco VG202XM Analog	12	3
SVG2XAISK9-15703M	Cisco VG20X Series IOS ADVANCED IP SERVICES	---	3
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	---	3
CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	---	3
PWR-30W-AC	Power Supply 30 Watt AC	---	3

Replacement for older VG204 (Uses Essential License on CUCM)			
<b>VG204XM</b>	Cisco VG204XM Analog Voice Gateway	---	5
CON-SNT-VG204XM	SNTC-8X5XNBD Cisco VG204 Analog V	12	5
SVG2XAISK9-15703M	Cisco VG20X Series IOS ADVANCED IP SERVICES	---	5
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	---	5
CAB-ETH-S-RJ45	Yellow Cable for Ethernet, Straight-through, RJ-45, 6 feet	---	5
PWR-30W-AC	Power Supply 30 Watt AC	---	5

Labor and travel expenses: Complete installation and programming of the system, including roll over from old system, also include time for training City IT Staff for troubleshooting, phone and voicemail management and maintenance of new system.

The following items are optional (to be installed by City IT staff if purchased):

<b>Replacement Phone for 7937 (Uses Enhanced License on CUCM)</b>			
<b>CP-7832-K9=</b>	Cisco 7832 IP Conference Station	---	6
CON-SNT-CP7832K9	SNTC-8X5XNBD Cisco 7832 IP Conference Station	12	6
<b>Replacement Phone for 7911 (Uses Basic License on CUCM)</b>			
<b>CP-7811-K9=</b>	Cisco UC Phone 7811	---	72
CON-SNT-CP78119K	SNTC-8X5XNBD Cisco UC Phone 7811	12	72
<b>Replacement Phone for 79x2 (Uses Enhanced License on CUCM)</b>			
<b>CP-7841-K9=</b>	Cisco UC Phone 7841	---	51
CON-SNT-CP7841K9	SNTC-8X5XNBD Cisco UC Phone 7841	12	51

#### Scope of Work:

Installation of new equipment will be in the Kodiak Police department server room, and other locations throughout the City, as this is a secure location, and other locations may require access after-hours, City IT staff will be required to escort installers while on site and can assist as needed. In order to minimize service interruptions, some city departments being operational 24/7, the switch over to the new system will need to be scheduled for late night midweek. In addition, there is in place at the Police department a Stancil voice recorder (with analog and VOIP channels) and a West Viper 911 system that will need to be connected to the new system. All locations are using Cisco layer 3 switches maintained by the IT Staff. We are planning to utilize the existing 7900 (7911, 7937 conference phones, 7942, and 7962) series phones until City IT staff are able to replace them with newer phones. All system and administrator user names and passwords required are to be given to City IT staff upon completion of project.

Bids will be opened in the City Conference Room #116, 710 Mill Bay Road, Kodiak, Alaska on July 15<sup>th</sup> at 2:00 pm.

Bids received by the City Manager's Office after Time/ Date specified for the opening of bids, will not be considered and will be returned unopened.

The City of Kodiak reserves the right to reject any and all bids, to waive informalities, and to reject non-conforming, non-responsive, or conditional bids.

#### Packaging Requirements:

All packages must be original manufacturer shipping packaging; additional packaging or consolidating smaller items is permitted as long as original packaging of the item(s) is intact.

Prices quoted must be FOB Kodiak, Alaska.

## SECTION II – GENERAL REQUIREMENTS:

1. Bids shall be submitted on the “Bid Form” provided and must be manually signed by an authorized representative of the firm.
2. In order to ensure consideration, bids must be submitted in a sealed envelope, identified with the name “Bid No. 2019-005 ” and time and date of opening, and addressed as follows:

Mike Tvenge, City Manager  
City of Kodiak  
710 Mill Bay Rd. Room 114  
Kodiak AK 99615

Bid No. 2019-005  
2:00 PM, May 28th 2019

3. Bids must be mailed to the address indicated on the Bid Form or hand delivered to the person opening bids. Bids must be received at this address BY THE DATE AND TIME SHOWN for receipt of bids or hand delivered to the City Manager’s office at the City of Kodiak. It is the Bidder’s responsibility to ensure delivery of their bids to the City Manager’s office. The City will not be responsible for picking up parcels other than the daily mail delivery.
4. Any bid, amendment, or withdrawal which has not been actually received by the person opening bids prior to the time of the scheduled time for receipt of bids will not be considered. Questions of fact regarding circumstances such as weather, delay of mails, etc. that circumvent legitimate timely receipt of an otherwise responsive bid will be decided by the City of Kodiak.
5. Bids may be withdrawn by written or facsimile request received from bidders prior to the time fixed for opening. Negligence on the part of the bidder in preparing the bid does not confer the right for the withdrawal of the bid after it has been opened.
6. Bidder must submit a copy of its current Alaska Business License or Bidder’s application to obtain an Alaska Business License for the current year. Local bidders must be registered to collect City Sales Tax. Bidder shall be current with filing all City of Kodiak sales tax returns and shall not have any delinquent port or harbor fees owing to the City.
7. Inquiries or requests for information pertaining to these specifications should be directed to Lee Peterson or Dave Smith at (907) 486-8619 or emailed to [isadmins@city.kodiak.ak.us](mailto:isadmins@city.kodiak.ak.us).

## SECTION III – GENERAL INFORMATION:

**Processing of bids** – Kodiak City Code Section 3.12.050 states: Notwithstanding other provisions of this chapter relating to the award after competitive bid for purchases, sales, and contracts, the city may:

- (a) Reject any defective or non-responsive bids;
- (b) Waive any irregularities in any and all bids;
- (c) Reject all bids;
- (d) Negotiate with two or more of the lowest bidders, if bid prices are in excess of the money available or authorized, for a reduction in the scope, quality, or quantity of the purchase, service, or contract;
- (e) Re-advertise for bids with or without making changes in the plans or specifications.

**Local bid preference** – Kodiak City Code Section 3.12.060 states, in part:

- (a) Notwithstanding section 3.12.040, the council shall direct an award of a contract for the purchase of personal property or services or for the construction, repair, or improvement of city facilities after competitive bidding to a local bidder who is also a responsible bidder, if that bid does not exceed the otherwise lowest responsible bid by more than ten (10) percent or \$30,000, whichever is less.
- (b) For the purposes of this section “local bidder” shall mean a responsible bidder who had, at the time of the bid award, maintained a business office or store within the Borough of Kodiak Island, which was open for business on a substantially full-time basis and staffed by at least one full-time employee for at least one year.

**Lowest responsible bidder** – The bid may be awarded to the lowest responsible bidder. Kodiak City Code Section 3.12.080 states: In determining the lowest responsible bidder factors to be considered shall include, but not necessarily be limited to the following criteria:

- (a) The ability, capacity, and skill of the bidder to perform the contract;
- (b) Whether the bidder can perform the contract within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts;
- (e) The previous and existing compliance by the bidder with laws and ordinances related to the contract;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract; and
- (g) Litigation by the bidder on previous orders or contracts with the city.

**Bid Award.** It is anticipated that bid results will awarded August 8<sup>th</sup>, 2019.

**Bid Protest Procedure.** Any bidder who believes the bid has been improperly awarded may file a bid protest, no later than five (5) calendar days from the date the Notice of Intent to award is issued. Any protest shall be in writing, shall be filed with the City Clerk, and shall specify the reasons the bidder feels the Notice of Intent to Award was improper. The City shall notify all bidders of the filing of the protest within two (2) working days after the protest is filed. The City Council shall hold an informal hearing at which all interested persons may participate no later than five (5) working days after the protest is filed. The City Council shall issue a written decision on the protest no later than twenty-four (24) hours after the conclusion of the informal hearing. The decision of the City Council shall be final.

Respectfully submitted  
CITY OF KODIAK

Victoria Ellis  
Purchasing Clerk

**Invitation to Bid 2019-005****June 16, 2019****BID FORM**

TO: Mike Tvenge, City Manager  
City of Kodiak  
710 Mill Bay Road, Rm #114  
Kodiak AK 99615

Any exceptions to the published bid specifications must be listed by item.

In compliance with your Invitation to bid for Bid No. 2019-005 for **Cisco Phone System upgrade** dated June 16, 2019, the undersigned hereby proposes to provide the following:

Item	Total Bid amount
1. Cisco Phone System Upgrade Parts and Labor	1. _____
2. Optional Cisco Phones as Listed	2. _____

Total Bid      \$ \_\_\_\_\_



(Turn in Pages 8 & 9 as part of your bid)

Invitation to Bid 2019-005

June 16, 2019

**Business License and City Sales Tax Registration copies are included.**

Bid price valid for \_\_\_\_\_ days.

Terms \_\_\_\_\_ Dated \_\_\_\_\_

**Submitted by:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Business Name**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Telephone**

\_\_\_\_\_  
**City, State, Zip**