



Management Committee

Meeting date: June 13, 2012

For the Council Meeting of June 27, 2012

**Business Item
Item: 2012-175**

ADVISORY INFORMATION

Date:	June 1, 2012
Subject:	Contract 11P228 for Phone System Upgrade and Maintenance
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures - Procurement of Goods and Services Over \$250,000
Staff Prepared/Presented:	Dave Hinrichs 651-602-1443; Pancho Henderson 651-602-1627
Division/Department:	RA c/o Wes Kooistra 651-602-1567

Proposed Action

That the Metropolitan Council authorize the Regional Administrator to execute a contract with Integra Telecom, Inc. in the amount of \$1,193,560 to provide Software Upgrade and Maintenance Services for the Council's Phone System for a contract period of five years.

Background

- A formal Request for Proposals was issued March 6, 2012
- There were five plan holders of record
- Two proposals were received on April 10, 2012. Proposals were submitted by the following firms: Marco, Inc. and Integra Telecom, Inc.
- Proposals were evaluated as follows:
All proposals were evaluated individually by each panel member without collaboration with any other panel member. A consensus meeting was held May 10, 2012 where proposals were discussed.
- Additional information was requested from both proposers to clarify the price proposals and a second consensus meeting was held May 24, 2012 where consensus was reached.

Rationale

Integra's annual price proposal of \$238,712.00 was \$91,918.00 lower than the price proposal submitted by Marco, Inc.

Both proposals were rated Very Good. The panel recommends award of the contract to Integra as the submitted proposal was deemed the most advantageous to the Council and it represented a significant savings.

Funding

Funding is available through the Information Services Annual Operating Budget.

Known Support / Opposition

No opposition is known at this time.