



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 2/5/2019

T26574 - Managed Telecommunications Maintenance Services - ORDINANCE

Agenda Item#:

Summary:

Background:

Request for Proposals Received August 9, 2018 for S36-T26574 – Approve an ordinance awarding a Professional Services contract to Norstan Communications, Inc. d/b/a Black Box Network Services in the maximum contract amount not to exceed \$10,770,632.36 for Managed Telecommunications Maintenance Services for the Houston Airport System.

Specific Explanation:

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three-year professional services contract, with two one-year options** to **Norstan Communications, Inc. d/b/a Black Box Network Services** in the maximum contract amount not to exceed **\$10,770,632.36** for managed telecommunications maintenance services for the Houston Airport System. The Chief Procurement Officer or the Director of the Houston Airport System may terminate this contract at any time upon 30-days written notice to the contractor.

The scope of work requires the contractor to provide all labor, materials, equipment, and supervision required to provide managed telecommunication maintenance services, which includes, but is not limited to, remote monitoring, incident and escalation management, and parts replacement. In addition, the services shall include systems, preventative and remedial maintenance, quarterly audits, and backups for Cisco and Avaya telecommunications systems for the George Bush Intercontinental, William P. Hobby, and Ellington Airports, and related properties for the Houston Airport System.

The Request for Proposals (RFP) was advertised in accordance with the State of Texas bid laws, and as a result, proposals were received from four firms: ConvergeOne, Inc., Netsync Network Solutions, Norstan Communications, Inc. d/b/a Black Box Network Services, and One Diversified LLC. The Evaluation Committee consisted of evaluators from Houston Public Works, Houston Information Technology Services and Human Resources Departments, and the Houston Airport System. The evaluation was based on the following criteria.

1. Responsiveness of Proposal
2. Technical Competence
3. Price

Norstan Communications, Inc. d/b/a Black Box Network Services received the highest overall score and was deemed the best qualified to perform the required services as outlined in the RFP.

MWBE Participation:

This RFP was issued with an 18% goal for MWBE participation. **Norstan Communications, Inc. d/b/a Black Box Network Services** has designated the below-named company as its certified MWBE subcontractor.

Name	Type of Work	Percentage
S&S Professional Services	Staff Augmentation	18%

Pay or Play Program:

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.


Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes opportunity for Houston businesses and supports job creation. In this case, Norstan Communications, Inc. d/b/a Black Box Network Services does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no Fiscal Note is required for FY20 as stated in the Financial Policies.

8/5/2019

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Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority

DEPARTMENT	FY2020	OUT-YEARS	TOTAL
Houston Airport System	\$2,608,855.34	\$8,161,777.02	\$10,770,632.36

Amount of Funding:

\$10,770,632.36

HAS Revenue Fund

Fund No.: 8001

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Candice Gambrell, Deputy Assistant Director	FIN/SPD	(832) 393-9129
Valerie Player-Kaufman, Sr. Procurement Specialist	FIN/SPD	(832) 393-8749
Todd Curry, Chief Municipal Affairs Officer	HAS	(281) 233-1896

ATTACHMENTS:

Description	Type
MWBE Documents	Backup Material
Form A -Fair Campaign Ordinance	Backup Material
Form B	Backup Material
Pay or Play-1	Backup Material
Pay or Play-2	Backup Material
Affidavit of Ownership or Control	Backup Material
Delinquent Tax Report	Backup Material
Department Recommendation	Backup Material
Drug Compliance Agreement Policy	Backup Material
Drug Free Workforce Policy	Backup Material
AM Best Documents	Backup Material
Certificate of insurance and Endorsements	Backup Material
Non-Owned Auto Letter	Backup Material
Secretary of State	Backup Material
Form 1295	Backup Material