

**Condensed Title:**

Request For Approval To Issue A Request For Proposals (RFP) For Wide Area Network (WAN) Services To Provide Computer Network Connectivity Between The Main And Remote City Facilities

**Key Intended Outcome Supported:**

Improve processes through information technology

**Issue:**

Should the Commission approve the issuance of a Request for Proposals?

**Item Summary/Recommendation:**

Pursuant to RFP No. 05-06/07 that was issued on October 17, 2006, and as approved by Commission in April 2007, the City entered into an agreement with BellSouth Business Systems, which is now known as AT&T, for WAN Services. The agreement is currently up for renewal of an additional one (1) year term, and the Administration is recommending that these services be competitively procured in lieu of exercising the option to renew. In recent months, the Administration has identified additional competitors that provide WAN services, and it is believed a more competitive agreement can be reached through the RFP process.

The City is seeking WAN network services that will allow the successful and reliable transmission of information in different electronic forms from and to all of its locations.

All proposed services must be proven, secure, reliable and cost-effective. All proposers must provide the necessary security within their network and all interfaces to external components, customer or otherwise, that will ensure the City is protected and that the proposed services are secure and do not create or cause liability issues or concerns.

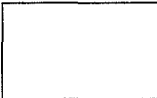
The goal of this RFP is to select a communication provider that can ensure the continuity of the City's WAN infrastructure and provide a solution that will function as the City's WAN Communication Services and offers enhancements to meet future communication needs.

**APPROVE ISSUANCE OF AN RFP.**

**Advisory Board Recommendation:**

N/A

**Financial Information:**


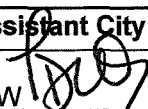
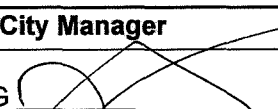
Source of Funds:		Amount	Account
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	2		
	3		
	Total		

**Financial Impact Summary: As this is a request to issue an RFP, no funds are being expended at this time**

**City Clerk's Office Legislative Tracking:**

Gus Lopez, ext 6641

**Sign-Offs:**

Department Director	Assistant City Manager	City Manager
GG 	PDW 	JMG 

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# MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, [www.miamibeachfl.gov](http://www.miamibeachfl.gov)

## COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: January 19, 2011

SUBJECT: **REQUEST FOR APPROVAL TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR WIDE AREA NETWORK (WAN) SERVICES TO PROVIDE COMPUTER NETWORK CONNECTIVITY BETWEEN THE MAIN AND REMOTE CITY FACILITIES.**

### **ADMINISTRATION RECOMMENDATION**

Approve the Issuance of an RFP.

### **KEY INTENDED OUTCOME SUPPORTED**

Improve processes through information technology.

### **ANALYSIS**

On October 11, 2006, the City Commission authorized the issuance of an RFP to solicit proposals for WAN Services.

RFP No. 05-06/07 was issued on October 17, 2006 and notices sent to over 30 firms, which resulted in the receipt of two proposals from the following firms:

BellSouth Business Systems (BellSouth)  
Atlantic Broadband (Miami), LLC

In April 2007, the Administration recommended that the Mayor and City Commission approve the resolution, which recommended the acceptance of the ranking of the firms and authorizes the Administration to enter into negotiations with BellSouth Business Systems, Inc. and Atlantic Broadband (Miami), LLC.; and further authorizing the Mayor and City Clerk to execute agreement(s) upon the completion of successful negotiations by the Administration.

Pursuant to the above, the City entered into an agreement with BellSouth Business Systems, which is now known as AT&T. The agreement is currently up for renewal of an additional one (1) year term, and the Administration is recommending that these services be competitively procured in lieu of exercising the option to renew. In recent months, the Administration has identified additional competitors that provide WAN services, and it is believed a more competitive agreement can be reached through the RFP process.

### **SCOPE OF SERVICES**

The City is seeking WAN network services that will allow the successful and reliable transmission of information in different electronic forms from and to all of its locations.

All proposed services must be proven, secure, reliable and cost-effective. All proposers must provide the necessary security within their network and all interfaces to external components, customer or otherwise, that will ensure the City is protected and that the proposed services are secure and do not create or cause liability issues or concerns.

Miami Beach is presently using WAN services provided by BellSouth, a/k/a AT&T. The goal of this RFP is to select a communication provider that can provide the following:

1. Ensures the continuity of the City's WAN infrastructure.
2. Provide a solution that will function as the City's WAN Communication Services and offers enhancements to meet future communication needs.

The City prefers a "turn-key" network services conversion with one proposer being responsible for furnishing, installing and "de-bugging" all necessary network services, support hardware, and software components. This preference is supported by expectations of a higher level of responsiveness to all network related issues when these are provided by one Proposer. This does not prohibit the City from selecting one or more Proposer(s) to provide the services requested if they meet the City's requirements. The proposed network and services must consist of latest available technologies and transport media. Proposed solutions must possess unquestioned performance and security integrity. All proposer(s) are required to present in detail all aspects related to the technical and operational performance of their proposed services as well as the steps that are taken to ensure secure network services that do not allow unauthorized access or use.

The following statements outline the City's general requirements:

- The City requires a reasonable financial return from the network services leased, purchased, or rented. Therefore, the City desires the most financially sound long-term proposal inclusive of services, support, and maintenance.
- The City seeks a Proposer(s) that has a record of technical leadership and innovation in its field.
- The City seeks a Proposer(s) who can quickly and readily provide the desired services with minimum lead-time.
- The City reserves the right to award this RFP to a single proposer, more than one proposer, no proposer, or in part to multiple proposers.

### **EVALUATION PROCESS**

The procedure for response evaluation and selection will be as follows:

1. RFP issued.
2. Receipt of responses.
3. Opening and listing of all responses received.
4. An Evaluation Committee appointed by the City Manager will meet to evaluate each response in accordance with the requirements of this RFP. If further information is desired, respondents may be requested to make additional written submissions or oral presentations to the Evaluation Committee.

5. The Evaluation Committee will recommend to the City Manager the response(s) which the Evaluation Committee deems to be in the best interest of the City by using the above criteria for selection.
6. After considering the recommendation(s) of the Evaluation Committee, the City Manager will recommend to the City Commission the response or responses, acceptance of which the City Manager deems to be in the best interest of the City.
7. The City Commission will consider the City Manager's recommendation(s) in light of the recommendation(s) and evaluation of the Evaluation Committee and, if appropriate, approve the City Manager's recommendation(s). The City Commission may reject City Manager's recommendation(s) and select another response or responses. In any case, City Commission will select the response or responses, acceptance of which the City Commission deems to be in the best interest of the City. The City Commission may also reject all proposals.
8. Negotiations between the selected respondent and the City take place to arrive at any fees to be paid to the City. If the City Commission has so directed, the City may proceed to negotiate a contract with a respondent other than the top ranked respondent if the negotiations with the top ranked respondent fail to produce a mutually acceptable contract within a reasonable period of time.
9. A proposed contract or contracts may be presented to the City Commission for approval, modification and approval, or rejection.
10. If and when a contract or contracts acceptable to the respective parties is made, the Mayor and City Clerk sign the contract(s) after the selected respondent(s) has (or have) done so.

### **EVALUATION FACTORS**

An Evaluation Committee will be established to review and evaluate all responsive proposals, taking into consideration the evaluation factors set forth below:

- Quality of Proposed Technical Proposal - Project understanding and soundness of proposed project methodology, including but not limited to: the details and accuracy of the proposed scope and statement of work and implementation plan, and the impact of the proposed solution on the operations of the City, and the demonstrated ability of the solution to enhance operational efficiency and effectiveness. – 35%
- Maintenance and Support - The performance, reliability, and scalability of the proposed solution – 30%
- Financial strength and references - Proposer's financial qualifications and references to perform the work required by the RFP – 10%
- Cost - The cost of recurring maintenance, support costs and other fees – 25%

### **CONCLUSION**

The Administration recommends that the Mayor and Commission authorize the issuance of an RFP (Request for Proposals) for wide area network (WAN) services to provide computer network connectivity between the main and remote City facilities in accordance with the qualifications; scope of services; and specifications outlined herein.