Midpeninsula Regional
Open Space District

R-16-155
Meeting 16-31
December 14, 2016

AGENDA ITEM 4

AGENDA ITEM

Award of Contract with Gv Tech Solutions, a subsidiary of Eagle Network Solutions, for the Server Systems Infrastructure Upgrade project; authorization for purchase of computer server hardware and funding to purchase required software licenses.

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize a purchase of $62,683 for an integrated 3-node computer server hardware system.

2. Authorize the General Manager to enter into a professional services contract with Gv Tech Solutions to plan and implement an upgrade of the District's IT infrastructure for a not-to-exceed base contract amount of $69,000; and a 10% contingency of $6,900 to cover unforeseen requirements and support for a not-to-exceed total contract amount of $75,900.

3. Authorize the funding of $80,000 for a one-time purchase to cover required server-side software licenses.

SUMMARY

In October 2016, District staff released a Request for Proposal (RFP) for a third-party consultant to design and implement an upgrade of the District's aging computer server infrastructure. Development of this server systems infrastructure upgrade, as recommended by the IST Strategic Plan, will be required in order to support the increasing transport of information between staff, future applications, and the reduce the high risk of failure that currently may last 24 to 72 hours. This project will build the foundation for the recently approved Enterprise GIS, a work-order system, and other projects outlined in the IT Master Plan.

Based on the results of the issued RFP, the General Manager recommends authorizing a purchase of an integrated 3-node computer server hardware system for an amount of $62,683, awarding a contract to Gv Tech Solutions for a total amount not-to-exceed $75,900 covering the contract, along with a 10% contingency of $6,900, and authorize funding of $80,000 to purchase required one-time server-side software licenses.

MEASURE AA

This is not a Measure AA project.

DISCUSSION

The majority of the District's IT server infrastructure has not been refreshed since the late-2000s. The existing Microsoft server operating system software is three generations behind current technology, obsolete, and will not be supported by Microsoft in the near- to mid-term. This infrastructure upgrade project will allow the District to update its systems to support future District IT application initiatives along with implementing best practices relating to computer server services, software applications, and network management. This upgrade will provide the underlying technology infrastructure to support the following operational efficiencies:

- **Consolidation of Server Equipment** – The District currently hosts seven physical computer servers. With newer, more powerful hardware, the District is able to consolidate servers into a three physical systems.

- **Reduction of Carbon Footprint** – Newer hardware has been designed over the past decade to take advantage of new technologies that reduce electricity usage. This reduction in electricity usage has an additional effect of reducing cooling requirements, allowing the District to decrease its carbon footprint and achieve Green IT initiatives as outlined in the IST Strategic Plan.

- **Redundancy of Critical Systems** – An integrated 3-node computer server system will have built-in auto failover redundancy in case of hardware failure on a node as data will be synchronized between the other two nodes. This system will also allow the District to take advantage of off-site data replication technologies, allowing quicker application access by contracting with a 3rd party vendor in the event of an on-site disaster, greatly reducing the high risk of complete systems failure which currently may last 24 to 72 hours, and allowing the District to modernize its Disaster Recovery Plan as recommended in the IST Strategic Plan.

- **Improved Data and Systems Backup** – Server systems will be fully virtualized where possible. This will allow quicker restoration of systems in the event of failure as services will no longer be tied to defined hardware that is hosted on premises or by an outside hosted solutions/disaster recovery provider.

- **Application Readiness** – The new system has been designed to be able to host and expand when needed; allowing future applications such as enterprise GIS, work orders, fleet management, and document management.

District staff recommends utilizing a third-party subject matter expert (SME) to design and implement the Server Systems Infrastructure project. Due to the complexity of the project, a SME is necessary to advise and implement best practices in order to create a robust, secure, properly licensed, and stable system. Part of this contract includes knowledge transfer and documentation, enabling IT staff to maintain the system into the future.

Consultant Selection
A Request for Proposal (RFP) was released on October 18, 2016 via direct e-mail and posting on the District website to solicit interest from qualified professionals to assist with the Server Systems Infrastructure Upgrade project. A total of five proposals were received. Upon review of the proposals and the consultant's qualifications, staff selected the top two consultant teams for a more comprehensive interview on November 16 and 17, 2016.

Consultant	Proposal Amount	Interviewed?
Decision Consultants	$17,010	No
Gv Tech Solutions	$69,000	Yes
Ops On Demand	$22,000	No
Strategic Products & Services	$109,900	Yes
Veltec Networks	$12,000	No

Gv Tech Solutions was deemed the most qualified and best suited for the project based on their response to the RFP, proposed approach, and responses during the subsequent interview. The top reason for the selection of Gv Tech Solutions was their team's experience with other government agencies implementing similar projects, an understanding of the District's end-state goals, and service detail list outline for delivery of this project.

While the District received lower priced proposals, upon analysis by staff, it was noted that some of these proposals under-estimated the project hours (e.g. 22 hours) did not adequately outline project deliverables/service details, or lacked details regarding implementation processes/timelines.

FISCAL IMPACT

The FY2016-17 budget includes $306,000 for the IT Infrastructure Upgrades project. There are sufficient funds in the project budget to cover the Gv Tech Solutions contract, the recommended hardware system, and software licenses purchase.

	FY 2017
IT Infrastructure Upgrades Project Budget	**$306,000**
Spent to Date (as of 11/23/16):	$0
Gv Tech Solutions Contract:	$75,900
3-Node Computer Server Hardware System:	$62,683
One-time Software Licenses:	$80,000
Budget Remaining (Proposed):	**$87,417**

BOARD COMMITTEE REVIEW

No Board Committee Review

PUBLIC NOTICE

Public notice of this Agenda Item was provided as required by the Brown Act.

CEQA COMPLIANCE

This item is not a project subject to the California Environmental Quality Act.

NEXT STEPS

Upon Board authorization, the General Manager will direct staff to purchase a 3-node computer hardware server hardware system and enter into a contract with Gv Tech Solutions allowing IT

to complete the Server Systems Infrastructure project. Below provides a tentative project schedule, pending further coordination with consultant team.

Phase 1: Planning	January 2017
Phase 2: Implementation	February / March 2017
Phase 3: Quality Assurance & Control	March / April 2017

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