



Council Business Meeting

January 16, 2024

Agenda Item	Approval for purchase of networking equipment	
From	Jason Wegner Chad Sobotka	DoIT Director AFN Operations Manager
Contact	Jason.wegner@ashland.or.us Chad.sobotka@ashland.or.us	
Item Type	Requested by Council <input type="checkbox"/> Update <input type="checkbox"/> Request for Approval <input checked="" type="checkbox"/> Presentation <input type="checkbox"/> Consent <input type="checkbox"/> Public Hearing <input type="checkbox"/> New Business <input type="checkbox"/> Old Business <input type="checkbox"/>	

SUMMARY

Approval is being requested to purchase Juniper networking equipment for the internal City network.

POLICIES, PLANS & GOALS SUPPORTED

City Council Goals:

- Public Safety Services
- City Parks and facilities maintenance
- Electric grid resilience
- Emergency planning, preparation, response, and recovery

BACKGROUND AND ADDITIONAL INFORMATION

Funding for the project was allocated by City Council on November 21, 2023. This project will upgrade the internal City network from 1 gigabit to 10 gigabit with redundant network switching infrastructure. The current core network switches do not have enough network ports to handle this type of upgrade. Current switches do not support 10 gigabit. We are also upgrading from Cisco to Juniper.

We issued the RFQ to six (6) vendors; four (4) responded with quotes. Please refer to the table below:

CDW	InterVision	PNW	Netceed	Provantage	SHI
\$ 192,353.74	\$ 217,233.18	\$ 177,162.30	\$ 216,363.37	No bid	No bid





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FISCAL IMPACTS

Funds were allocated to this project by City Council on November 21, 2023.

SUGGESTED NEXT STEPS

Staff recommends approval of this contract with PNW Security for Juniper networking equipment in the amount of \$177,162.30.

ACTIONS, OPTIONS & POTENTIAL MOTIONS

I move to approve a purchase with PNW Security in the amount of \$177,162.30 and authorize the Acting City Manager to sign the purchase agreement.

REFERENCES & ATTACHMENTS

Attachment #1: Form #9 – Special Procurement

Attachment #2: Quote summary

**SPECIAL PROCUREMENT
REQUEST FOR APPROVAL**

To: Sabrina Cotta, Acting City Manager
From: Jason Wegner, DoIT Director, Chad Sobotka, AFN Operations Manager
Date: January 16, 2024
Subject: REQUEST FOR APPROVAL OF A SPECIAL PROCUREMENT

In accordance with ORS279B.085, this request for approval of a Special Procurement is being presented to the City Council for approval. This written request for approval describes the proposed contracting procedure and the goods or services or the class of goods or services to be acquired through the special procurement and the circumstances that justify the use of a special procurement under the standards set forth ORS 279B.085(4).

- 1. Requesting Department Name:** IT Department
- 2. Department Contact Name:** Chad Sobotka
- 3. Type of Request:** Class Special Procurement Contract-specific Special Procurement
- 4. Time Period Requested:** From: _____ To: _____
- 5. Total Estimated Cost:** \$177,162.30
- 6. Short title of the Procurement:** Internal network switch upgrade

Supplies and/or Services or class of Supplies and/or Services to be acquired:

The City will be purchasing a variety of Juniper switches including 5 years of support.

7. Background and Proposed Contracting Procedure: Provide a description of what has been done in the past and the proposed procedure. The Agency may, but is not required to, also include the following types of documents: Notice/Advertising, Solicitation(s), Bid/Proposal Forms(s), Contract Form(s), and any other documents or forms to be used in the proposed contracting procedure. Attach additional sheets as needed.

Background: The City would typically issue a Request For Proposal (RFP) to determine
which manufacturer and vendor to select. The RFP process would take 30 to 45 days.

Proposed procedure: The City has issued a Request For Quote (RFQ) for specific models of network switching equipment from a single manufacturer. The time to respond to the RFQ has been decreased to 1.5 weeks.

8. Justification for use of Special Procurement: Describe the circumstances that justify the use of a Special Procurement. Attach relevant documentation.

The Ashland Fiber Network uses Juniper switching and routing equipment. To ensure interoperability between the two networks, staff is recommending using Juniper switches for the internal City network. Having a single network platform also ensures staff responsible for each network can maintain the other's network.

The shortened timeline is a direct result of Juniper increasing pricing across the entire product line on January 1, 2024.

9. Findings to Satisfy the Required Standards: This proposed special procurement:

(a) will be unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts because:

We have requested quotes from six (6) vendors. All vendors were given the same Bill Of Materials (BOM) to quote from.

(Please provide specific information that demonstrates how the proposed Special Procurement meets this requirement.); **and**

(b)(i) will result in substantial cost savings to the contracting agency or to the public because:

Staff is familiar with Juniper networking equipment and will not require any additional training or compatibility concerns with existing network equipment. Prices will also increase 8% on January 1, 2024 which will cost the City almost \$15,000 more.

(Please provide the total estimate cost savings to be gained and the rationale for determining the cost savings); **or**

 (b)(ii) will otherwise substantially promote the public interest in a manner that could not practicably be realized by complying with the requirements of ORS 279B.055, 279B.060, 279B.065, or 279B.070, or any rules adopted thereunder because:

(Please provide specific information that demonstrates how the proposed Special Procurement meets this requirement.)

Public Notice:

Pursuant to ORS 279B.085(5) and OAR 137-047-0285(2), a Contracting Agency shall give public notice of the Contract Review Authority's approval of a Special Procurement in the same manner as a public notice of competitive sealed Bids under ORS 279B.055(4) and OAR 137-047-0300. The public notice shall describe the Goods or Services or class of Goods or Services to be acquired through the Special Procurement and shall give such public notice of the approval of a Special Procurement at least seven (7) Days before Award of the Contract.

After the Special Procurement has been approved by the City Council, the following public notice will be posted on the City’s website to allow for the seven (7) day protest period.

Date Public Notice first appeared on www.ashland.or.us - *[Enter date]*

PUBLIC NOTICE
Approval of a Special Procurement

First date of publication: *[Enter date]*

A request for approval of a Special Procurement was presented to and approved by the City Council, acting as the Local Contract Review Board, on *[Enter date]*.

[Describe the goods and services –or- class of goods and services – include whether or not it’s “Contract- specific special procurement” or a “class special procurement”, cost, terms, etc. – brief explanation of procurement]

[Describe the alternative contracting procedure – include the time period requested]

It has been determined based on written findings that the Special Procurement will be unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts, and result in substantial cost savings or substantially promote the public interest in a manner that could not be realized by complying with the requirements that are applicable in ORS 279B.055, 279B.060, 279B.065, or 279B.070.

An affected person may protest the request for approval of a Special Procurement in accordance with ORS 279B.400 and OAR 137-047-0300. A written protest shall be delivered to the following address: City of Ashland, *[Enter department name, Contact name, and complete address]*. The seven (7) protest period will expire at 5:00pm on *[Enter date-seven calendar days from first date of publication]*

This public notice is being published on the City’s Internet World Wide Web site at least seven days prior to the award of a public contract resulting from this request for approval of a Special Procurement.

		CDW		InterVision		PNW		Netceed	
		Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
EX4100-F-12P	15	\$1,720.43	\$25,806.45	\$1,953.78	\$29,306.70	\$1,529.15	\$22,937.25	\$1,953.78	\$29,306.70
EX4100-F-12-PAT	15	\$59.10	\$886.50	\$67.11	\$1,006.65	\$52.85	\$792.75	\$67.12	\$1,006.80
EX4100-F-12-RMK	15	\$95.10	\$1,426.50	\$108.00	\$1,620.00	\$88.55	\$1,328.25	\$0.00	\$0.00
SUB-EX12-1S-5Y-COR	15	\$257.24	\$3,858.60	\$280.22	\$4,203.30	\$300.00	\$4,500.00	\$301.78	\$4,526.70
EX4100-24P	8	\$2,504.73	\$20,037.84	\$2,844.44	\$22,755.52	\$2,240.00	\$17,920.00	\$2,844.45	\$22,755.60
EX4100-48P	15	\$3,996.22	\$59,943.30	\$4,538.22	\$68,073.30	\$3,573.85	\$53,607.75	\$4,538.23	\$68,073.45
JPSU-920-AC-AFO	23	\$683.72	\$15,725.56	\$776.44	\$17,858.12	\$611.45	\$14,063.35	\$776.45	\$17,858.35
CBL-PWR-C13-US-48P	23	\$28.18	\$648.14	\$32.00	\$736.00	\$25.20	\$579.60	\$32.00	\$736.00
EX-RMK	23	\$54.79	\$1,260.17	\$62.22	\$1,431.06	\$0.00	\$0.00	\$0.00	\$0.00
SUB-EX24-1S-5Y-COR	8	\$515.81	\$4,126.48	\$561.89	\$4,495.12	\$585.00	\$4,680.00	\$605.12	\$4,840.96
SUB-EX48-1S-5Y-COR	15	\$849.30	\$12,739.50	\$925.17	\$13,877.55	\$963.75	\$14,456.25	\$996.34	\$14,945.10
EX4400-24X	2	\$8,451.51	\$16,903.02	\$9,597.78	\$19,195.56	\$7,558.25	\$15,116.50	\$9,597.78	\$19,195.56
EX4400-48P	2	\$5,172.65	\$10,345.30	\$5,874.22	\$11,748.44	\$4,625.95	\$9,251.90	\$5,874.23	\$11,748.46
EX4400-48F	1	\$7,524.75	\$7,524.75	\$8,545.33	\$8,545.33	\$6,729.45	\$6,729.45	\$8,545.34	\$8,545.34
JPSU-1600-C-AC-AFO	2	\$773.73	\$1,547.46	\$878.67	\$1,757.34	\$691.95	\$1,383.90	\$878.67	\$1,757.34
JPSU-550-C-AC-AFO	3	\$335.79	\$1,007.37	\$381.33	\$1,143.99	\$300.30	\$900.90	\$381.34	\$1,144.02
EX4400-EM-4Y	1	\$1,933.34	\$1,933.34	\$2,195.56	\$2,195.56	\$1,729.00	\$1,729.00	\$2,195.56	\$2,195.56
EX-4PST-RMK	5	\$232.87	\$1,164.35	\$264.44	\$1,322.20	\$208.25	\$1,041.25	\$264.45	\$1,322.25
CBL-EX-PWR-C13-US	3	\$27.40	\$82.20	\$31.11	\$93.33	\$25.20	\$75.60	\$31.12	\$93.36
CBL-PWR-C15M-HITEMP-US	2	\$46.10	\$92.20	\$50.22	\$100.44	\$39.55	\$79.10	\$50.23	\$100.46
SUB-EX24-1S-5Y-N	2	\$727.97	\$1,455.94	\$793.00	\$1,586.00	\$823.50	\$1,647.00	\$854.00	\$1,708.00
SUB-EX48-1S-5Y-N	2	\$1,279.59	\$2,559.18	\$1,393.89	\$2,787.78	\$1,447.50	\$2,895.00	\$1,501.12	\$3,002.24
SUB-EX48-1S-5Y-N	1	\$1,279.59	\$1,279.59	\$1,393.89	\$1,393.89	\$1,447.50	\$1,447.50	\$1,501.12	\$1,501.12
			\$192,353.74		\$217,233.18		\$177,162.30		\$216,363.37