



Baldwin County Commission

Legislation Details (With Text)

File #: 23-1042 **Version:** 1

Type: Consent **Status:** Agenda Ready

File created: 4/19/2023 **In control:** Baldwin County Commission Regular

On agenda: 5/2/2023 **Final action:** 5/2/2023

Title: Request for Proposals (RFP) for Unify Telephony System Maintenance and Support Services for the Baldwin County Commission

Indexes:

Attachments: 1. RFP Award Listing, 2. RFP Tabulation for Telephony Systems Maintenance, 3. RFP Contract

Date	Ver.	Action By	Action	Result
5/2/2023	1	Baldwin County Commission Regular	Approved	

Meeting Type: BCC Regular Meeting

Meeting Date: 5/2/2023

Item Status: New

From: Wanda Gautney, Purchasing Director / Brian Peacock, Communications/Information Systems (CIS) Director / Adam Scarborough, Assistant CIS Director

Submitted by: Susan Kilby-Aaron, Assistant Purchasing Director

ITEM TITLE

Request for Proposals (RFP) for Unify Telephony System Maintenance and Support Services for the Baldwin County Commission

STAFF RECOMMENDATION

Award the Request for Proposals (RFP) for Unify Telephony System Maintenance and Support Services to Westridge Professional Services, Inc., per the Award Listing and authorize the Chairman to execute the Contract for twelve (12) months, with an option to issue two (2) additional twelve (12) month contract extensions. (Contract effective upon full execution.)

BACKGROUND INFORMATION

Background: The Request for Proposals (RFP) were due in the Purchasing Office on April 18, 2023, at 3:00 p.m. One (1) response was received. The CIS Director, Brian Peacock, respectfully requests that the RFP be awarded to Westridge Professional Services, Inc. per the attached Award Listing and authorize the Chairman execute the contract for the Unify Telephony System Maintenance and Support Services.

Previous Commission action/date:

3/7/2023 Meeting: Approved the Request for Proposals (RFP) for Unify Telephony System Maintenance and Support Services and authorized the Purchasing Director to advertise RFP; and further, authorized the Chairman/Purchasing Division Commissioner for the Baldwin County Commission to approve any necessary addendums or clarifications if required after the RFP was

advertised.

FINANCIAL IMPACT

Total cost of recommendation: \$78,112.28 (Annually)

Budget line item(s) to be used: 10051101.52290

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
Standard County Contract

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

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Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: 5/2/2023

Individual(s) responsible for follow up: Wanda Gautney, Purchasing Director

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Letter to Vendor

Additional instructions/notes: N/A