



# Baldwin County Commission

## Legislation Text

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File #: 21-0698, Version: 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 4/6/2021

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Brian Peacock, CIS Director/Adam Scarborough, CIS Assistant Director

**Submitted by:** Wanda Gautney, Purchasing Director

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### **ITEM TITLE**

Request of Proposals (RFP) for Unify Telecommunications Maintenance and Support Services for the Baldwin County Commission

### **STAFF RECOMMENDATION**

Award the Request for Proposals (RFP) for Unify Telecommunications Maintenance and Support Services to **Norstan Communications, Inc., d/b/a Black Box Network Services** in the amount of **\$74,463.80** and authorize the Chairman to execute the Contract. (Contract is effective for 12 month and commencing immediately upon the same date as its full execution).

### **BACKGROUND INFORMATION**

#### **Previous Commission action/date:**

01/19/2021 meeting: Approved the attached Request for Proposals (RFP) for Unify Telecommunications Maintenance and Support Services and authorize the Purchasing Director to advertise the RFP.

**Background:** During the January 19, 2021 meeting of the Commission authorized staff to advertise the RFP for Unify Telecommunications Maintenance and Support Services for continued maintenance on the County's telecommunication system. One (1) vendor submitted a proposal. Brian Peacock, the Communications and Information Systems (CIS) Director, Adam Scarborough, Jason Kuehl and Wanda Gautney reviewed the proposal from Black Box. Staff feels that they met the requirements as put forth in the RFP. The total cost for one (1) year of maintenance and support services will be \$74,463.80.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$74,463.80

**Budget line item(s) to be used:** 10051101.52290

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**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 Professional Services Contract

**Reviewed/approved by:** N/A

**Additional comments:** N/A

**ADVERTISING REQUIREMENTS**

**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:** 04/06/2021

**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