

# Agenda Report

April 19, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Department of Information Technology

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH IMPEX TECHNOLOGIES, INC. FOR COMPUTER SERVER AND STORAGE HARDWARE EQUIPMENT AND INSTALLATION IN AN AMOUNT NOT TO EXCEED \$662,421**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b) (3);
2. Accept the bid dated March, 25, 2021 submitted by Impex Technologies, Inc. in response to specifications for HyperV Lifecycle Replacement and Storage Capacity Increase; ii) reject all other bids received; and iii) authorize the issuance of a contract for an amount not to exceed \$662,421, which includes the base contract amount of \$602,200 and a contingency of \$60,221 for any necessary change orders.

**BACKGROUND:**

The Department of Information Technology (DoIT) is responsible for citywide information technology operations and support services of the computer server systems. These server and storage systems aid all departments in their critical business applications such as the financial, land and document management, and public safety systems. The current infrastructure hosting these critical systems were implemented over eight years ago and are considered end of life. As part of DoIT's standard hardware lifecycle replacement policy, new hardware is necessary to replace aging equipment to maintain optimum performance levels with the ability to expand for future systems and services.

Staff prepared and published a bid specification for HyperV Lifecycle Replacement and Storage Capacity Increase on February 18, 2021 and in accordance with Section 4.08.070 of the Pasadena Municipal Code, bids were requested and received. In

addition to the Notice Inviting Bids listed on the City's website, the bid specification was also advertised in the Pasadena Journal and the Pasadena Weekly. The bid specification included the make and model of the server and storage hardware, and necessary services of qualified contractors for installation and configuration. Responsive proposals included all of the applicable hardware, software, licensing, warranties, connectivity components and other materials associated with providing these systems, as well as any labor for implementing the solutions.

A total of 28 vendors downloaded the bid specification, one of whom submitted a bid. Following advertising, the lone responsive bid received on March 25, 2021 is as follows:

Vendor	Location	Amount
1. Impex Technologies, Inc.	El Segundo, CA	\$602,200.32

Staff recommends that Impex Technologies, Inc. be awarded the contract for this project, as they are the only responsible bidder. Impex is a technology value added reseller (VAR) that bundles hardware and value-added services such as setup, installation and software programs, and training services. Impex is both the largest reseller in the Los Angeles region of the server and storage hardware requested in the bid specification and they are the only top-tier certified vendor in the region with the skills to deliver the necessary services to install and configure the equipment. Impex's reputation with the manufacturer and competitors, along with the deeper price discounts they receive and can pass along to customers because of their high volume of sales, explains why the City received only one bid.

A contract in an amount not to exceed \$662,421 will be set up as follows:

Base Bid	\$602,200.32
Contingency Allowance (10%)	\$60,220.68
Total Not-to-Exceed Amount	\$662,421.00

In the current fiscal year, Impex Technologies, Inc. has provided services and materials to the City totaling over \$42,645 for various IT hardware equipment, licenses, and professional services that were awarded through multiple informal, competitive bid processes.

It is anticipated that work will take 6 months to complete, ending in October 2021.

**COUNCIL POLICY CONSIDERATION:**

The proposed contract with Impex Technologies, Inc. promotes the City Council's three-year goal to improve, maintain and enhance public facilities and infrastructure; to provide a high quality of public service, which adds to the quality of life in the City and increases its attractiveness through more efficient management of resources.

**ENVIRONMENTAL ANALYSIS:**

The proposed contract is exempt from CEQA per section 15061(b) (3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action will not result in any new development or physical changes.

**FISCAL IMPACT:**

The total cost of the proposed action will be \$662,421. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the DoIT Equipment Lifecycle Replacement FY2020 – FY2024 Capital Improvement Program Project (71165). It is anticipated that \$200,000 will be spent this fiscal year and the rest will be spent next fiscal year.

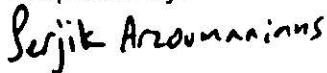
Respectfully submitted,



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PHILLIP LECLAIR  
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Prepared by:



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Approved by:



steve mermell (Apr 14, 2021 08:58 PDT)

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STEVE MERMELL  
City Manager

Attachment A: Taxpayer Protection Amendment