Request for Quote: Storage Area Network

City of Mukilteo

11930 Cyrus Way Mukilteo, WA 98275
INTRODUCTION AND BACKGROUND

**Quote Deadline**
Quotes will be received by the City of Mukilteo, Finance Department, 11930 Cyrus Way, Mukilteo, Washington 98275 until 2:00 p.m., July 19, 2012, for the provision of a Storage Area Network.

**General Information**
The City of Mukilteo is a municipal corporation that operates under an elected mayor and an elected seven-member City Council. The City’s Finance Department is responsible for providing accounting and IT services to a staff of approximately 110 employees.

The City has a need to improve our IT services by increasing our storage capacity, establishing off-site replication, as well as creating a means to provide business continuity and disaster recovery. To address these service needs the City is requesting quotes for an updated storage area network (SAN) which will provide us the ability to improve our recovery point objective and reduce our recovery time objective.

A SAN is a type of local area network (LAN) designed to handle large data transfers. A SAN typically supports data storage, retrieval and replication on business networks using high-end servers, multiple disk arrays and Fiber channel interconnection technology. Traditional SAN installations include having physical units in different locations which provide for data replication, business continuity and disaster recovery.

The City is looking at two different SAN based solutions and seeking individual quotes for each: (1) Single SAN with a local/cloud BDR (backup and disaster recovery); (2) Multi-SAN communicating over fiber between two different buildings.

**Single SAN requirements:**
- 8TB of storage
- Tested/approved for VMware Enterprise
- Scalable to increase storage
- The arrays have built in compression methodologies
- Self monitoring/notification and provides SNMP traps for 3rd party monitoring solution

**Single SAN option:**
- Local image based backup solution capable of running the VMs from backups
- This option also needs to include a method for getting the backup data at least 30 miles offsite, ideally cloud based
Multi-SAN requirements:
- 8TB of storage
- Tested/approved for VMware Enterprise
- Scalable to increase storage
- The arrays have built in compression methodologies
- Self monitoring/notification and provides SNMP traps for 3rd party monitoring solution
- Built-in replication between arrays with deduplication

Other considerations:
- Warranty – 3 year onsite with 4 hour response time ideal
- Firmware/software upgrading performed by manufacturer
- Recommended Cisco switching equipment to provide the best performance
- VM server platform will be Dell PowerEdge R710 server(s)

Proposer Questions
The responsibility for determining and obtaining the full extent of all information needed to respond to the Request for Quotes (RFQ) rests with the Proposer.

All questions concerning this RFQ must be directed to the RFQ Coordinator listed below:

Scott James  
City of Mukilteo, Finance Director  
11930 Cyrus Way  
Mukilteo, WA 98275  
425-263-8030  
Fax: 425-212-2069  
sjames@ci.mukilteo.wa.us

Any oral communications will be considered unofficial and non-binding on the City of Mukilteo. Proposers should rely only on written statements issued by the RFQ Coordinator.

Preliminary Timeline
Request for Quotes Issued – July 10, 2012  
Quotes Due – 2:00 p.m., July 19, 2012  
Recommendation of Award by City Administrator – July 24, 2012

The City reserves the right to change any or all of the dates above.

GENERAL CONDITIONS

Quote Response Date and Location
The Finance Department must receive the firm’s quote, in its entirety, not later than 2:00 p.m., Pacific Time in Mukilteo, Washington, on July 19, 2012. Firms submitting quotes assume all risk related to the method of dispatch chosen. The City of Mukilteo assumes no responsibility for delays caused by any delivery service. Postmarking by the due date will not substitute for
actual quote receipt. Quotes may not be delivered by facsimile transmission or other telecommunication or solely by electronic means.

**Single Response**
A single response to the RFQ may be deemed a failure of competition, and in the best interest of the City of Mukilteo, this RFQ may be terminated and re-advertised.

**Quote Rejection**
The City of Mukilteo reserves the right to reject any or all quotes at any time without penalty, or waive any irregularities and informalities in the quotes submitted and accepted by the City. The issuance of this RFQ does not compel the City to enter into a contract with any Proposer.

**Errors in Quote**
The City will not be liable for any errors in quotes. Firms will not be allowed to alter quote documents after the deadline for quote submission.

**City-Requested Clarifications**
The City reserves the right to request clarification of information submitted and to request additional information from any proposer.

**Withdrawal of Quotes**
Firms may withdraw a quote that has been submitted at any time up to the quote closing date and time.

**Non-Endorsement**
As a result of the selection of a vendor, the City is neither endorsing nor suggesting that vendor’s services are the best or only solution. The vendor agrees to make no reference to the City of Mukilteo in any literature, promotional material, brochures, sales presentation or the like without prior express written consent from the City.

**Response Property of the City of Mukilteo**
All quotes and accompanying documentation will become the property of the City of Mukilteo. Selection or rejection of a quote does not affect this right.

**Proprietary Quote Material**
Any information contained in the quote that is proprietary must be clearly designated. Marking the entire quote as proprietary will be neither accepted nor honored. If a request is made to view a firm’s quote, the City will comply according to the Open Public Records Act, Chapter 42.17 RCW. If any information is marked as proprietary in the quote, such information will not be made available until the affected firm has been given an opportunity to seek a court injunction against the requested disclosure.

**Cost of Preparing Quotes**
The City of Mukilteo is not liable for any costs incurred by firms in the preparation and presentation of quotes in response to this RFQ.

**Number of Quote Copies Required**
Firms responding to this RFQ are to submit one (1) original copy of the complete quote package. An electronic copy of the quote in either Adobe Acrobat or Microsoft Office 2010 compatible formats must also be submitted.
Legal Disputes
In submitting a quote, the Proposer agrees that in the event of litigation concerning or arising out of the above-referenced agreement or this RFQ, quotes in response to this RFQ or related process, the sole venue of any legal action shall be Snohomish County Superior Court, and the laws governing the interpretation of the agreement, this RFQ or related process shall be Washington Law.

Indemnification
In submitting a quote, the Proposer agrees to indemnify and hold the City harmless of all liability, risks, costs, claims, actions, suits, demands, losses expenses, injuries and damages of any kind arising directly or indirectly out of, or in connection with, the City’s handling of the RFQ process, including, but not limited to, the rejection of any or all quotes.

Quote Opening
All quotes must be submitted to the Finance Department, 11930 Cyrus Way, Mukilteo, Washington 98275 no later than 2:00 p.m., July 19, 2012 and must be clearly marked:

QUOTES FOR SAN
Attn: Scott James

Review of quotes
All qualified quotes will be reviewed and representatives from the highest-ranking vendor may be invited to present their quotes to the City on July 24, 2012.

PROPOSAL REQUIREMENTS

Content and Format
Quotes should be prepared simply and economically, providing a straightforward, concise description of provider capabilities to satisfy the requirements of the RFQ. Emphasis should be on completeness and clarity of content.

Quotes in response to this RFQ must include the following:

Executive Summary
An overview of your quote and summary statements associated with the key elements of the RFQ. The purpose of the executive summary is to help the evaluation committee determine the quote’s distinguishing characteristics compared to other quotes.

Quote Certification Form
The quote certification form must be complete and signed by the proposer representative authorized to make contractual obligations.
I have read the Request for Quote (RFQ) for Storage Area Network and fully understand its intent. I understand that our ability to meet the criteria and provide the required services shall be reviewed by the City, which will develop a recommendation for City Administrator’s consideration regarding the selection of the most advantageous Storage Area Network. It is understood that all information included in, attached to, or required by this RFQ shall become public record upon delivery to the City.

With my signature, I certify the following:

1. I am authorized to commit my firm to this Quote and that the information herein is valid for 45 days from this date.
2. That all information presented herein is accurate and complete and that the services and equipment can be delivered as presented in this quote upon the City’s request.
3. That I have had an opportunity to ask questions regarding this RFQ and that those questions have been answered.
4. That I understand that any material omission of required forms or information may result in rejection of this quote as non-responsive.
5. That this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for this quote, and is in all respects fair and without collusion or fraud.
6. That the completion of the Quote is a binding commitment to provide a Storage Area Network and related services requested as proposed herein.

Proposer Signature ______________________________________ Date ____________
Name (printed) __________________________________ Title____________________
Financial Institution ______________________________________________________
Address ________________________________________________________________
Phone________________________________ Fax_______________________________
Email Address___________________________________________________________