



## Town Council Agenda Report

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Date: December 8, 2020 Item No. 17

To: Honorable Mayor and Town Council

Subject: THAT COUNCIL RATIFY THE PURCHASE OF CORE NETWORKING SWITCH UPGRADE AND IMPLEMENTATION SERVICES

From: Douglas Robertson, Town Manager

Submitted by: Brandon Cales, Innovation and Technology Officer  
Department of Innovation and Technology

Budgeted Item:  Yes  No  N/A

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### RECOMMENDED ACTION

That Council ratify the purchase for the Cisco Networking Switches upgrade, licensing, and implementation services to Logicalis, Inc., not-to-exceed the amount of \$150,000.00, and authorize the Town Manager or designee to execute appropriate agreements and documentation.

### BACKGROUND

On March 21, 2020, the Town Manager issued Proclamation No. 2020-01 proclaiming the existence of a local emergency relating to the worldwide spread of respiratory illness due to the novel coronavirus known as COVID-19. On March 24, 2020, the Town Council adopted Resolution No. 2020-10, ratifying Proclamation No. 2020-01 and declaring a local emergency.

As with nearly every other agency around the world, technology came to the forefront of operations. The Department of Innovation and Technology (IT) began supporting a remote workforce, in addition to adapting other Town operations that typically required a physical presence. IT deployed approximately 25 laptops to staff with remote access to Town resources for telecommuting purposes; implemented online payments for additional Town systems such as Permits and Code Enforcement; developed an online Community Access geographic information system (GIS) with locations of 'open' businesses and further implemented remote communication tools such as Zoom and Microsoft Teams.

The Town's existing core networking switches are deemed end-of-life by Cisco, the manufacturer. The switches provide computer and phone networking capabilities Town-

wide, including communications to Town servers, file systems, and business applications. Since March 2020, due to the COVID-19 pandemic, the increased need for remote workers has required adequate connectivity and stability to the Town's network. In addition, the current systems are experiencing various hardware failures which may lead to disconnectivity and unaccessible systems and data. This purchase will provide upgraded hardware, redundant power supply, and improved data access speeds, especially when telecommuting/remoting in to the Town's network.

This purchase is authorized under the Town Manager's authority under the Town's Municipal Code section 3.12.270(3). Under this provision the Town Manager may authorize the purchase of materials, supplies, equipment and services in an emergency situation when it is determined that services impacting the public health, safety or welfare would be interrupted if the normal purchasing procedures were followed. Here, the emergency purchase of the core switch upgrade, licensing, and implementation services allowed for the Town to take advantage of CARES Act funding for the project, thereby lessening the impact on the Town's general fund, which may now be used to positively impact the public health, safety, and welfare. All emergency purchases must be submitted to the Town Council for ratification at the next Council meeting after the purchases were authorized. Emergency purchases are not limited to \$50,000.00 as are open market purchases or informal bids.

## **FISCAL IMPACT**

This purchase will be funded in combination from the Town's PEG Channel Fund (50%) and the CARES Act Coronavirus Relief Fund (CRF) for CITIES and TOWNS (50%), with a 1:1 match as required. The CRF is a new funding program provided by San Bernardino County (SBC) for infrastructure projects. After a complete review of the Town's application for this project, the County of San Bernardino Board of Supervisors has approved funding as provided under the CARES Act Spending Plan approved by the Board of Supervisors. This purchase uses the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum CA #7-14-70-04 contract. There is no impact to the General Fund.

## **ATTACHMENTS**

- A. Quote

**Town of Apple Valley - Core Switch Refresh  
Quotation # 2020-101553v3**

**Prepared By Logicalis for:  
Town of Apple Valley**

*To the attention of :  
Brandon Cales  
Town of Apple Valley  
14955 Dale Evans Pkwy  
Apple Valley, CA 92307-3061  
Tel: (760) 240-7000 x7609  
Email: bcales@applevalley.org*

November 10, 2020

## Pricing Summary

The following is a price summary of Logicalis' proposed solution.

Price Summary	Amount
Hardware	\$124,660.60
Hardware Maintenance	\$3,353.80
Professional Services	\$9,345.00
<b>Grand Total</b>	<b>\$147,020.60</b>

If you're interested in leasing the equipment contained in this Quotation, Logicalis estimates the monthly lease payment to be \$3,251.

This is a budgetary number only based on a 36 month term and subject to credit approval, so please contact your Logicalis Account Executive for full details and a complete leasing quote.

- Payments do not include any applicable sales, rental or use taxes.
- Payments do not include any Logicalis professional services.
- Payments are valid for monthly payment structures only with deferrals 30 days or less.
- Please call for non-monthly payment structures and payment deferrals greater than 30 days.
- All transactions are subject to credit and documentation requirements, review and approval.
- Additional terms may apply.



Logicalis offers a range of services, from helping you define and design a cloud strategy to assisting with server and storage selection for your current environment. We provide a variety of assessments and health checks, perfect for those who need help determining what the next steps are. Find out more at [www.us.logicalis.com](http://www.us.logicalis.com)

To address your most pressing challenges during COVID-19, Logicalis has instituted Rapid Deployment Services designed to support your needs to deploy remote workers, maintain security and infrastructure readiness, and provide supplemental IT staff support. All services are designed to be delivered remotely by a Logicalis Engineer. Find out more at <http://bit.ly/3b6Gnzp>



Ask us about Logicalis Leasing Solutions—a value-added service tailored to our customers. Leasing offers strategic, operational and financial benefits that can help meet your company's goals and get your project funded. Logicalis financing experts work with more than a dozen trusted leasing partners to assist you as our valued customer. We can deliver competitive rates and flexible terms and make the leasing process easy. Learn more today at [www.us.logicalis.com/logicalis-financial-services/](http://www.us.logicalis.com/logicalis-financial-services/)

Town of Apple Valley - Core Switch Refresh  
Quotation # 2020-101553v3

Customer Name & Address	Logicalis Account Executive
Brandon Cales Town of Apple Valley 14955 Dale Evans Pkwy Apple Valley, CA 92307-3061 (760) 240-7000 x7609 bcales@applevalley.org	Lisa Waelde 391 N. Main Street, Suite 103 Corona, CA 92880 +1 9513932315 lisa.waelde@us.logicalis.com
Bill To Address	Ship to Address
Town of Apple Valley 14955 Dale Evans Pkwy Apple Valley, CA 92307-3061	Town of Apple Valley 14955 Dale Evans Pkwy Apple Valley, CA 92307-3061

Quotation expiration date: May 5, 2021. Delivery and Implementation expected completion by December 30, 2020. This Quotation adheres to the pricing requirements of the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum CA #7-14-70-04 contract.

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
<b>Products</b>							
1	2	C9410R-96U-BNDL-A	Catalyst 9400 Series 10 slot;Sup; 2xC9400-LC-48U; DNA-A LIC	\$30,506.40	49.00%	\$15,558.26	\$31,116.52
2	2	CON-SNT-C9410R9A	SNTC-8X5XNBD Catalyst 9400 Series 10 slot;Sup; 2xC940	\$2,045.00	18.00%	\$1,676.90	\$3,353.80
3	4	C9400-PWR-BLANK	Cisco Catalyst 9400 Series Power Supply Blank Cover	\$0.00	0.00%	\$0.00	\$0.00
4	2	C9400-S-BLANK	Cisco Catalyst 9400 Series Slot Blank Cover	\$0.00	0.00%	\$0.00	\$0.00
5	4	C9400-NW-A	Cisco Catalyst 9400 Network Advantage License	\$0.00	0.00%	\$0.00	\$0.00
6	2	S9400UK9-1612	Cisco Catalyst 9400 XE 16.12 UNIVERSAL	\$0.00	0.00%	\$0.00	\$0.00
7	8	C9400-PWR-3200AC	Cisco Catalyst 9400 Series 3200W AC Power Supply	\$2,047.14	49.00%	\$1,044.04	\$8,352.32
8	8	CAB-L620P-C19-US	NEMA L6-20 to IEC-C19 14ft US	\$0.00	0.00%	\$0.00	\$0.00

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
9	2	C9400-DNA-A	Cisco Catalyst 9400 DNA Advantage Term License	\$0.00	0.00%	\$0.00	\$0.00
10	2	C9400-DNA-A-3Y	Cisco Catalyst 9400 DNA Advantage 3 Year License	\$12,894.98	49.00%	\$6,576.44	\$13,152.88
11	2	C9400-SUP-1-B	Cisco Catalyst 9400 Series Supervisor-1 Bundle Select Option	\$0.00	0.00%	\$0.00	\$0.00
12	2	C9400-SUP-1	Cisco Catalyst 9400 Series Supervisor 1 Module	\$0.00	0.00%	\$0.00	\$0.00
13	2	C9400-SSD-240GB	Cisco Catalyst 9400 Series 240GB M2 SATA memory (Supervisor)	\$2,047.14	49.00%	\$1,044.04	\$2,088.08
14	2	C9400-SUP-1/2	Cisco Catalyst 9400 Series Redundant Supervisor 1 Module	\$14,329.98	49.00%	\$7,308.29	\$14,616.58
15	2	C9400-SSD-240GB	Cisco Catalyst 9400 Series 240GB M2 SATA memory (Supervisor)	\$2,047.14	49.00%	\$1,044.04	\$2,088.08
16	2	C9400-LC-48U-B	Cisco Catalyst 9400 Series 2xC9400-LC-48U for Bundle Select	\$0.00	0.00%	\$0.00	\$0.00
17	2	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	\$9,212.13	49.00%	\$4,698.19	\$9,396.38
18	2	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	\$9,212.13	49.00%	\$4,698.19	\$9,396.38
19	2	C9400-LC-24XS	Cisco Catalyst 9400 Series 24-Port 10 Gigabit Ethernet(SFP+)	\$24,565.68	49.00%	\$12,528.50	\$25,057.00
20	2	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	\$9,212.13	49.00%	\$4,698.19	\$9,396.38
21	2	NETWORK-PNP-LIC	Network Plug-n-Play Connect for zero-touch device deployment	\$0.00	0.00%	\$0.00	\$0.00
22	4	PI-LFAS-T	Prime Infrastructure Lifecycle & Assurance Term - Smart Lic	\$0.00	0.00%	\$0.00	\$0.00

Item	Qty	Part Number	Description	List Price	Discount %	Unit Price	Extended Price
23	4	PI-LFAS-AP-T-3Y	PI Dev Lic for Lifecycle & Assurance Term 3Y	\$0.00	0.00%	\$0.00	\$0.00
24	2	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	\$0.00	0.00%	\$0.00	\$0.00
25	2	C9400-LC-48U	Cisco Catalyst 9400 Series 48-Port UPOE 10/100/1000 (RJ-45)	\$0.00	0.00%	\$0.00	\$0.00
<i>Products Subtotal</i>							\$128,014.40
<b>Services - Fixed Fee</b>							
26	1	PS	Project Initiation	\$13,210.31	64.63%	\$4,672.50	\$4,672.50
27	1	PS	Project Completion	\$13,210.31	64.63%	\$4,672.50	\$4,672.50
<i>Services Fixed Fee Subtotal</i>							\$9,345.00

<b>Grand Total</b>	
Products and Services Subtotal:	\$137,359.40
Sales Tax (estimated):	\$9,661.20
<b>Grand Total:</b>	<b>\$147,020.60</b>

## Services Statement of Work

### Communication & Network Services - Route / Switch

#### Tasks and Activities

- 1 Plan
  - 1.1 Data Gathering
    - 1.1.1 Gather solution requirements and design for project implementation
    - 1.1.2 Review and validation of the project implementation strategy, documentation and desired outcomes
    - 1.1.3 Data gathering for (2) Catalyst (C9410) series switch(es)
    - 1.1.4 Data gathering for layer two design such as VLAN's, spanning-tree, port security, etc.
    - 1.1.5 Data gathering for layer three design, routing protocols, redistribution, filters, etc.
  - 1.2 Implementation Planning
    - 1.2.1 Layer two design including VLANs, spanning-tree, port security, etc.
    - 1.2.2 Layer three routing design including routing protocols, redistribution and filters
    - 1.2.3 Create high-level timeline
    - 1.2.4 Create a test plan for route/switch implementation
    - 1.2.5 Implementation plan creation and technical review
    - 1.2.6 Create a fallback plan for route/switch implementation
    - 1.2.7 Conduct a Customer review meeting for approval of the implementation plan, test plan and fallback plan
- 2 Implement
  - 2.1 Device Staging
    - 2.1.1 Unbox, power, verify and update IOS on (2) core switch(es)
  - 2.2 Physical Device Implementation
    - 2.2.1 Rack (2) core switch(es) and patch to network (cable cleanup not included)
  - 2.3 Implementation Configuration
    - 2.3.1 Configuration of layer two per implementation plan
    - 2.3.2 Configuration of layer three routing per implementation plan
    - 2.3.3 Configuration of (2) Catalyst (C9410) chassis switch(es) per implementation plan
    - 2.3.4 System-wide configuration of layer two per implementation plan
    - 2.3.5 System-wide configuration of layer three routing per implementation plan
- 3 Validate
  - 3.1 System Cutover
    - 3.1.1 System cutover, cutover validation and execution of test plan, afterhours
- 4 Support
  - 4.1 Knowledge Transfer
    - 4.1.1 Complete (2) hours of system admin knowledge transfer including content creation
  - 4.2 Day One Support
    - 4.2.1 Provide (4) hours of first business day support

#### Deliverables

- Implementation Plan
- As Built document with device configuration files

#### Project Management

The assigned Logicalis Project Manager will be responsible for providing the following services:

#### *Project Manager 2 (Low Rigor)*

#### Planning



- Project initiation phone call
- Resource scheduling
- High-level milestone timeline

**Execution**

- Product tracking, if applicable
- Weekly project status call and email
- Resource management and allocation
- Project escalations

**Monitoring & Controlling**

- Project Deliverable review and delivery, as applicable
- Scope management
- Document Project Change Requests (PCRs), if applicable
- Timeline monitoring

**Closing**

- Project Closure and Acceptance processing

## Terms and Conditions

### Terms Applicable to All Sales

1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.
2. All items not specifically included in this document are out of scope.
3. Prices are valid for 30 days from date of the document unless otherwise stated.
4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

### Terms Applicable for Product Sales

1. To the extent applicable, the terms of the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum CA #7-14-70-04 are incorporated herein by reference. For all other terms not addressed in the previously stated contract, Logicalis Terms of Sale, found on our website at [www.us.logicalis.com/tcsales](http://www.us.logicalis.com/tcsales) apply and are incorporated herein by reference.
2. Any variation in quantity or requested delivery may result in price changes.
3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.
4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.
5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer's loading dock; inside delivery is available upon request and may increase the cost of delivery.
6. To the extent this Quotation includes Cisco Cloud Services, the following link shall apply: [www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html](http://www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html). "Cisco Cloud Services" shall mean any of the offerings described on the aforementioned link. If Customer does not issue a purchase order to Logicalis or otherwise accept a Logicalis quotation to renew such Cisco Cloud Services, or does not otherwise provide written notice of non-renewal, at least forty-five (45) days prior to the end of the then-current subscription term thereof, then the Cisco Cloud Services shall automatically renew and Customer agrees to pay Logicalis for such renewed subscription term at the rates charged by Logicalis therefor.

### Terms Applicable for Services Sales

1. To the extent applicable, the terms of the NASPO ValuePoint Master Agreement #AR233 (14-19), Cisco Participating Addendum CA #7-14-70-04 are incorporated herein by reference. For all other terms not addressed in the previously stated contract, Logicalis Terms of Sale, found on our website at [www.us.logicalis.com/tcsales](http://www.us.logicalis.com/tcsales) apply and are incorporated herein by reference.
2. In the event Customer reschedules delivery of Services within fourteen (14) calendar days of a scheduled delivery date, Logicalis reserves the right to charge Customer \$1600 per day for each scheduled resource, plus any additional travel or other out of pocket expenses incurred as a result of the delay.
3. General customer responsibilities, project assumptions, change management processes, and other terms applicable to the delivery and receipt of services (as applicable to this Quotation), found at [us.logicalis.com/gcr](http://us.logicalis.com/gcr), are incorporated herein by reference.

4. Unless otherwise mutually agreed upon, reasonable travel expenses will be tracked separately and billed directly to Customer. Travel expenses will include cost incurred from travel (airfare, rental car, mileage, tolls and lodging). Meals, if any, will be billed at the per diem rate of \$65.

**Quotation Acceptance**

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:  
Town of Apple Valley

Accepted By:  
Logicalis, Inc.

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Signature

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Signature

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Printed Name

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