

NO: R203

COUNCIL DATE: November 28, 2022

REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **November 24, 2022**

FROM: **General Manager, Corporate Services**

FILE: **1355-30**

SUBJECT: **Award of Contract No. 1220-040-2022-085 for Cisco Network Switch Replacement**

RECOMMENDATION

The Corporate Services Department recommends that Council:

1. Award Contract No. 1220-040-2022-085 to Long View Systems for the total amount of \$550,125 (including GST & PST) for the supply of the Cisco Network Switch Replacement equipment;
2. Set the expenditure authorization limit for Contract No. 1220-040-2022-085 in the amount of \$605,140 (including contingency & applicable taxes); and
3. Authorize the General Manager, Corporate Services to execute Contract No. 1220-040-2022-085 and approve all payments up to the expenditure authorization limit.

INTENT

The purpose of this report is to obtain Council's approval to award Contract No. 1220-040-2022-085 (the "Contract") to Long View Systems ("Long View") for the supply and delivery of the new Cisco Network Switch Replacement equipment as described in this report.

BACKGROUND

A switch is a device in a computer network that connects other devices together. Multiple data cables are plugged into a switch to enable communication between different networked devices. Switches manage the flow of data across a network by transmitting a received network packet only to the one or more devices for which the packet is intended. Each networked device connected to a switch can be identified by its network address, allowing the switch to direct the flow of traffic maximizing the security and efficiency of the network.

The City of Surrey's (the "City's") network infrastructure provides the foundational hardware and software required to deliver all of the City's enterprise applications, telephone service, and internet based applications. The Cisco hardware exists throughout City Hall and all city facilities. A failure or serious issue with the Cisco hardware, could result in total outage for an affected area, i.e. 4th floor of City Hall which could shut down telephone system, Wi-Fi, internet, etc.

There are currently 123 Cisco Network Switches that are nearing end of support from the manufacturer and require replacement. Replacement of these network switches is critical as the Cisco hardware will not be supported by the vendor following its end date. Accordingly, if issues arise with the underlying hardware or any software that uses the hardware, the City will not be able to rely on the vendor for assistance. This is especially critical in the event of a cybersecurity vulnerability detection (which occurs often) as the City will not receive the required patch that eliminates the vulnerability.

DISCUSSION

Procurement Process

In April 2022, a Request for Quotations 1220-040-2022-085 (the “RFQ”) was issued for the supply to replace the end of support Cisco Network Switch equipment used in various City facilities. The City received four responses to the RFQ by September 28, 2022.

Evaluation

The responses were reviewed by an evaluation team comprised of staff from the Information Technology division. The following evaluation criteria were considered for each proponent:

- Management (experience, reputation, capacity and resources);
- Technical (project understanding, review of submitted solution, methodology, quality, and key personnel); and
- Financial (review of total cost based on the scope of the project).

The table below shows the costs of the submissions listed from lowest to highest costs:

Supplier	Cost for equipment supply (Incl GST & PST)
1. Long View Systems	\$550,125.45
2. Powerland Computers	\$632,729.12
3. Compugen	\$642,476.73
4. CDW	\$671,160.84

Based on the above criteria, the evaluation team has determined that Long View Systems is the preferred proponent as they have quoted the lowest costs for supply and delivery of the new Cisco equipment. Long View has also successfully completed several Information Technology projects for the City in the past.

FUNDING

Funding for this Contract is available in the annual 2022 Information Technology Division capital budget.

LEGAL SERVICES REVIEW

This report has been reviewed by Legal Services.

SUSTAINABILITY CONSIDERATIONS

The award of contract for Cisco Network Switch Replacement equipment supports the objectives of the City's Sustainability Charter 2.0. In particular, the Contract relates to the Sustainability Charter 2.0 theme of Infrastructure. Specifically, the Cisco Network Switch Replacement equipment supports the following Desired Outcome ("DO"):

- All Infrastructure DO1: City facilities and infrastructure systems are professionally managed, adaptable, and long lasting, and are effectively integrated into regional systems.

CONCLUSION

It is recommended that Council approve the award of contract to Long View Systems for the supply and delivery of the Cisco Network Switch Replacement equipment in the amount of \$605,140 (including contingency & applicable taxes) and authorize the General Manager, Corporate Services to execute the contract with Long View Systems.

Rob Costanzo
General Manager, Corporate Services