



## Request for City Council Committee Action From the department of BIS and Purchasing

Date February 22, 2005  
To Ways and Means Committee  
Prepared Gary Warnberg Director, Purchasing  
Approved by Karl Kaiser Director, BIS

**Subject Official Publication No. 6352 - Bids for PBX Equipment-Upgrade-Purchase-Installation- Maintenance**

**Presenters in Committee** Karl Kaiser Director, BIS

### Recommendation

Acceptance of the low bid of Norstan Communications, Inc. in the amount of \$ 5,502,128.11 to furnish, delivery and install PBX equipment, as follows:

1.	New Equipment and Installation	\$ 3,120,251.45
2.	Maintenance - 7 Years (new equipment)	1,496,374.59
3.	Maintenance on Current Equipment	741,542.07
4.	Less Trade In of Equipment	- 56,040.00
5.	Hourly Rate for Add/Delete	\$ 111.83

Terms are net 30 days. F.O.B.: Destination

Further recommend proper City Officers be authorized and directed to execute a contract for this service all in accordance with our specifications.

Contingent on approval of the Civil Rights Department.

### Financial Impact (Check those that apply)

No financial impact (If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain): Action is within Budget

Request provided to the Budget Office when provided to the Committee Coordinator

### Background/Supporting Information

Tabulation of two (2) bids received on Official Publication No. 6352 for PBX Equipment-Upgrade-Purchase-Installation-Maintenance is attached.

Please refer to enclosed Staff Memo and Evaluation.

cc: B. Beck C. Selly N. Larkey R. Nubbe