

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

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|--|------------------------------|
| To: Matthew J. Fertal | From: Charles Kalil |
| Dept: City Manager | Dept: Information Technology |
| Subject: AUTHORIZE THE ISSUANCE OF A PURCHASE ORDER TO EXTEND NETWORKS TO PROVIDE AN EXAGRID DATA BACKUP STORAGE DEVICE WITH MAINTENANCE AND SUPPORT | Date: January 28, 2014 |

OBJECTIVE

To secure City Council authorization to purchase an Exagrid data backup storage device with one year maintenance and support from Extend Networks.

BACKGROUND

As part of a comprehensive Disaster Recovery (DR) Plan, the City backs up data from all its networked computerized systems on a regular basis. The data is backed up twice. The first backup is stored locally in City Hall and the second is stored in a facility in San Diego. The storage device used to backup locally is older and running very slow, resulting in backups that take more than 12 hours to finish. Staff evaluated different brands of data backup storage devices for both speed and compatibility with the City's current infrastructure. Ultimately it was determined that the Exagrid backup solution was the fastest, most compatible and cost effective solution.

DISCUSSION

Two (2) bids were received and opened on January 13, 2014. Bid results were as follows:

| COMPANY | TOTAL COST |
|---|-------------------|
| Extend Networks Bellevue, WA | \$45,454.79 |
| Howard Technology Solutions Laurel, MS | \$73,491.84 |

The bids were found to be responsive, however, the lowest bidder had a calculation error in their bid, but agreed to honor the amount submitted. (The bid amount

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submitted was \$45,454.79 and the correct amount should have been \$45,554.79 resulting in a difference of \$100.00.)

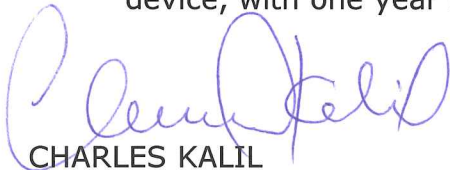
FINANCIAL IMPACT

The Information Technology Internal Service Fund will absorb the financial impact of the purchase. These funds have been budgeted for this purpose.

RECOMMENDATION

It is recommended that the City Council:

- Authorize the Finance Director to issue a purchase order to Extend Networks, in the firm fixed amount of \$45,454.79, for an Exagrid data backup storage device, with one year maintenance and support.



CHARLES KALIL
Information Technology Director

Recommended for Approval



Matthew Fertil
City Manager