



**REQUEST FOR PROPOSALS
FOR SOFTWARE LICENSING
AND RELATED SERVICES**

January 30, 2024

**Issued by:
Town of Vail
Information Technology Department
75 S. Frontage Road West
Vail, Colorado 81657
tjohnson@vail.gov**



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INTRODUCTION AND INSTRUCTIONS TO RESPONDENTS

Introduction

This project will provide appropriate VMWare vSphere licensing for new hyperconverged infrastructure equipment in our West Vail data center, as well as a redundant installation in our backup data center. The project is located within the Town of Vail, Eagle County, Colorado. All licensing must be fully provisioned and ready for use as the Town’s primary technology stack **no later than April 1, 2024**.

Instructions

Intent to Bid

All Respondents who wish to respond to this RFP must register with TJ Johnson at tjohnson@vail.gov. All information shall be submitted via email with PDF attachments – no hard copies, please.

Schedule of Events

Activity	Due Date
RFP Distribution	January 30, 2024
Response Due Date (via email with attachments)	February 14, 2024 12:00 PM MT
Council Acceptance of Proposal	February 20, 2024
Anticipated Contract Completion	February 27, 2024

In the event it becomes necessary to revise any part of the bid, addenda will be provided to the entities that have registered with the Town. It shall be the Respondent’s responsibility to make inquiry as to changes or addenda issued. All such changes or addenda shall become part of the contract and all Respondents shall be bound by such addenda.

- A. The Town reserves the right to take other action before a contract is signed or a purchase order is approved; even after Town Council accepts or approves the bid.
- B. Please provide all pricing necessary to meet the Specifications (Section 2.0), including price per unit or service (as applicable), total cost (including any shipping & handling), and earliest completion date possible, considering all factors.



- C. Applicable Laws: the Ordinances and Charter for the Town and the laws of the State of Colorado concerning competitive bids, quotes, contracts, proposals and purchases will be employed.
- D. Taxes: The Town is generally exempt from Federal Excise and Colorado Sales Tax, so prices shall not include tax. The Town is a governmental agency and typically qualifies for governmental discounts.
- E. If the Respondent elects to deviate from the Specifications stated, all exceptions or other changes shall be clearly noted, and details provided.
- F. Proposals may not be withdrawn or changed for a period of thirty (30) days after the official date of opening thereof. This time period may be extended by mutual agreement of the Town and any Respondents.
- G. All proposals shall stipulate an earliest possible availability date for the licensing, which shall not be later than **April 1, 2024**.

General Information

Limitations and Award

This RFP does not commit the Town of Vail to award or contract, nor to pay any costs incurred, in the preparation and submission of proposals in anticipation of a contract. The Town reserves the right to shortlist or select one firm from qualified submitters to pursue licensing services. The Town may reject all or any submittal received as a result of this request, to negotiate with all qualified sources, or to cancel all or part of the RFP. The Town may negotiate a contract with the first priority firm. If negotiations cannot be successfully completed with the first priority firm, negotiations will be formally terminated and may be initiated with the second most qualified firm and, likewise, with the remaining firms.

The project will be awarded to that responsible Respondent whose proposal, conforming to this solicitation, will be most advantageous to the Town, price and other factors considered. The Town reserves the right to accept a proposal in whole or in part, to award by item or by group, reject any and all proposals, waive informalities or defects in proposals and accept such proposals which is deemed to be in the best interest of the Town. Any Respondent who is in default to the Town at the time of submittal of the proposal shall have his proposal rejected. The Town reserves the right to clarify any contractual terms with the concurrence of the Contractor; however, any substantial non-conformity in the offer, as determined by the Town, shall be deemed non-responsible and the offer rejected.

In evaluating proposals, the Town Vail shall consider the qualifications of the Respondents, and where applicable, operating costs, delivery time, maintenance requirements, performance data, and guarantees of materials and equipment. In addition, the Town may conduct such investigations as it deems necessary to assist in the evaluation of a proposal and to establish the responsibility, qualifications, and financial ability of the Respondent to fulfill the contract. The



Respondent's experience with the other users shall be taken into consideration when evaluating responsibility of the Respondent.

All proposals submitted in response to this invitation shall become the property of the Town and be a matter of public record available for review.

PLANNED ENVIRONMENT

Data Center Facilities

1. The primary VXRail stack will be housed at a state-of-the-art data center located in a Town of Vail owned and operated building in West Vail, which currently houses our secondary VXRail stack. This will replace the Municipal building location as the primary data center. It is fully secured with space to rack the new hardware, and has modern power, cooling, fire suppression, and security in place. The primary VXRail stack, along with a Rubrik hardware installation will be here.
2. Our secondary data center will be in a new location at our Public Works facility, and is supplied with necessary power, cooling, and security functions.

Dell EMC VXRail Hardware Solution

- 1) VXRail 670F cluster in each data center location
 - a) 2 clusters of 4 nodes each
 - b) 32 CPU cores per node, 128 per cluster, 256 total to be licensed
 - c) 1024 GB RAM per node, 4096 GB per cluster
 - d) 307.2 TB storage

SUBMITTAL REQUIREMENTS

Required Respondent Information

1.1 Company Background

Provide as directed, a description of your company, identifying the number of employees in your local office and any national affiliation you have with other providers or product manufacturers. In addition, provide a history of your company, which will include information about how long you have been in business and how long you have been authorized to install the required manufacturer's products. Any supplemental information the Respondent believes may be pertinent to the selection process may be provided.

Provide the following information:



1. Legal Name and Address
2. Organizational Type/Structure
3. Federal Identification Number
4. Licensure/accreditation or other relevant information

1.2 Respondent Personnel

This section shall contain with names, contact numbers and description of experience, including licenses and/or certifications, of any personnel who would be assigned to perform the required Services. At a minimum, the Respondent must include information for Account Manager and Implementation.

1.3 Qualifications

Respondent must be qualified to specify, configure, and install the licensing from the required software vendor – VMWare.

1.4 Evidence of Insurance

Respondent shall provide evidence of possession of insurance.

Specifications

2.1 VMWare vSphere Foundation Licensing for Dell EMC VXRails

The Town of Vail, Colorado is requesting proposals to provide all licensing and configuration necessary for the implementation and use VMWare vSphere software on Dell EMC VXRail hardware with a total of 256 CPU cores between the primary and secondary hardware stacks.

2.2 Notice

Unless otherwise stated by the Respondent, the proposal shall be in accordance with the Town's Specifications. As of the time this RFP was published, vSphere Foundation licensing is the best product to meet the Town's needs. If changes have occurred by the vendor, the Town expects the Respondents to account for these changes and propose a licensing product that most closely matches the Town's licensing specifications. If awarded a contract, the Respondent will be required to furnish the licensing referred to in the Specifications or description unless departure or substitution has been clearly noted and described in the proposal. The Town reserves the right to determine if the product being proposed is an acceptable alternative.



Specifications

Qty	Part Number	Description
256		VMWare VSphere Foundation per/core licensing good for 5 years (60 months)

Implementation

The Town of Vail would like its VMWare licensing partner to provide turnkey implementation and configuration services, if required. Please provide pricing based on the following:

3.1 Project Success Criteria

- Successful implementation of VMWare vSphere licensing for the Town’s Dell EMC VxRail stack, including our DR stack in our secondary data center.
 - Ability to run our VMWare servers
 - Ability to run our Citrix VDI machines
- Act as liaison between VMWare and TOV Engineers to solve any outstanding issues/problems.
- Act as liaison between Dell and TOV Engineers to solve any outstanding issues/problems.
- Complete and deliver following documentation.
 - Licensing part numbers and support agreements.
- Review the final deliverables with the Town of Vail engineers.
- Obtain Town of Vail sign-off on project completion.

Cost Proposal

Please provide Respondent’s Cost Proposal based on Specifications (Section 2.0) and Implementation (Section 3.0) outlined in this RFP. The proposal shall include a statement to the effect that the proposal shall remain valid for a period of not less than thirty (30) days from the due date for proposal.



SELECTION PROCESS

All proposals will be reviewed by the IT Director and any other reviewers as determined to be necessary. The Town of Vail may short-list respondents based upon an evaluation of the written submittals. The Town may arrange for in-person or teleconference interviews with the short-listed respondents for a detailed presentation.

The selected proposal will be the one considered most advantageous regarding price, quality of service, qualifications, and capabilities of Respondent to provide the Specifications required in this RFP and any other factors the Town determines in its sole discretion. The Town may award a contract even if not the lowest priced proposal based upon a review of the identified factors.