

## MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager

SUBJECT: Waive Bidding for Managed Services for Telephone System  
R-23-20

DATE: March 26, 2020

In November 2015, Council approved Resolution R-84-15 awarding the Avaya telecommunications system upgrade to ConvergeOne. The upgrade was completed in March 2016. Part of the proposal from ConvergeOne includes the managed services for the phone system.

Managed services includes 24x7 remote monitoring and troubleshooting of the phone system, Enterprise Vendor Management for Avaya, Datel, and Uptivity, quarterly updates of software and firmware, and carrier management. The annual cost for the managed services is \$43,111.44 and is provided by the vendor ConvergeOne. The funds for the maintenance are allocated in the FY20 budget.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and allow for the issuance of a Purchase Order to ConvergeOne in the amount of \$43,111.44.

ADL/DH  
Attachment

**RESOLUTION**  
**OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND**  
**WAIVING THE COMPETITIVE BIDDING REQUIREMENTS OF SECTION 61**  
**“PURCHASING AND CONTRACTING” OF THE CHARTER OF THE CITY OF**  
**BOWIE TO ALLOW THE CITY MANAGER TO ENTER INTO AN ANNUAL**  
**SUPPORT AGREEMENT WITH CONVERGEONE TO PROVIDE MANAGED**  
**SERVICES ON THE TELEPHONE SYSTEM**

**WHEREAS**, the Charter of the City of Bowie, Maryland (hereinafter, “the City”) requires, in section 61, that all expenditures for inter alia, materials, construction of public improvements or contractual services involving more than twenty-five thousand dollars be made by written contract upon sealed bids to the lowest responsible bidder, except where the City Council by two-thirds vote waives the bidding requirement for good cause shown; and

**WHEREAS**, by Resolution R-84-15, the City Council authorized the City Manager to enter into a competitively-bid contract with ConvergeOne to upgrade the Avaya Telecommunications system at the cost of \$161,924.66; and

**WHEREAS**, the proposal included annual support costs for 24x7 remote monitoring and troubleshooting of the phone system, Enterprise Vendor Management for Avaya, Datel, and Uptivity, quarterly updates of software and firmware, and carrier management; and

**WHEREAS**, the proposed contract price for the services to be procured will exceed twenty-five thousand dollars and the City Council deems the aforesated economic efficiencies to constitute good cause to waive the bidding requirements otherwise required by the Charter.

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Bowie, Maryland, by at least a two-thirds vote, that:

Section 1. The competitive bidding requirements of Section 61 of the Bowie City Charter are for good cause shown, hereby waived.

Section 2. The City Manager is hereby authorized to enter into an agreement with the said company for the above mentioned services at the cost of \$43,111.44.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland at a meeting on April 6, 2020 by a vote of at least two-thirds of the members of the Council.

**ATTEST:**

**THE CITY OF BOWIE, MARYLAND**

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Awilda Hernandez  
City Clerk

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Timothy J. Adams  
Mayor