

## MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager

SUBJECT: Waive Bidding for Managed Services for Telephone System  
R-6-22

DATE: February 9, 2022

In November 2015, Council approved Resolution R-84-15 awarding the Avaya telecommunications system upgrade to ConvergeOne. Part of the proposal from ConvergeOne includes the annual maintenance of the hardware and software for the phone system.

Avaya is the sole provider for 24x7 onsite hardware support and software licensing and maintenance. The existing three-year contract is due for renewal. The annual cost for the maintenance is \$56,063.76. The funds are allocated in the FY22 budget.

In accordance with City Charter Section 61, we are requesting that Council waive bidding requirements and enter into a three-year agreement with Avaya at an annual cost of \$56,063.76.

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 A THREE-YEAR**  
**SUPPORT AND LICENSING AGREEMENT WITH AVAYA TO PROVIDE**  
**MAINTENANCE FOR 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; and

**WHEREAS**, the proposal included 24x7 onsite hardware support, software support, and software upgrade support; and

**WHEREAS**, by Resolution R-37-21, the phone system was upgraded to the latest release; and

**WHEREAS**, the existing three-year maintenance and software support contract is due for renewal at the annual cost of \$56,063.76; 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 a three-year agreement with the said company for the above mentioned services at the annual cost of \$56,063.76.

**INTRODUCED AND PASSED** by the Council of the City of Bowie, Maryland at a meeting on February 22, 2022 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