

RESOLUTION NO. 8-2015

Offered by All of Council

A RESOLUTION AUTHORIZING THE MAYOR AND THE FINANCE DIRECTOR TO ENTER INTO PURCHASE AGREEMENTS WITH BPI INFORMATION SYSTEMS OF OHIO, INC. FOR NEW COMPUTER SERVERS AND SOFTWARE UNDER THE STATE COOPERATIVE PURCHASING PROGRAM, AND DECLARING AN EMERGENCY

WHEREAS, the Village of Richfield is a member of the Ohio Department of Administrative Services State Cooperative Purchasing Program; and

WHEREAS, upon recommendation of the Village Service Director, the Village wishes to purchase two new computer servers to replace the existing seven servers used by the Village, which should allow for easier maintenance, less cost and provide greater reliability, redundancy for security and faster data processing, from BPI Information Systems of Ohio, Inc. under the State Cooperative Purchasing Program (Contract No. MMA7427); and

WHEREAS, the Village further desires to purchase firewall and other software for said new servers from BPI Information Systems of Ohio, Inc. under the State Cooperative Purchasing Program (Contract No. MMA7427); and

WHEREAS, under Section 141.03(f)(1) of the Codified Ordinances of the Village, Council may waive competitive bidding for expenditures of \$50,000 or more when purchases are made under the State Cooperative Purchasing Program under Ohio Revised Code Section 125.04.

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Richfield, Summit County, State of Ohio:

SECTION 1. That the Mayor and the Finance Director be, and they hereby are, authorized and directed to enter into a purchase agreement with BPI Information Systems of Ohio, Inc. for the purchase of two new computer servers under the State Cooperative Purchasing Program in an amount not to exceed \$52,638.00, substantially in accordance with the proposal that is attached hereto as "Exhibit A" and incorporated herein fully by reference.

SECTION 2. That the Mayor and the Finance Director be, and they hereby are, authorized and directed to enter into a purchase agreement with BPI Information Systems of Ohio, Inc. for the purchase of firewall and other software for the new computer servers under the State Cooperative Purchasing Program in an amount not to exceed \$1,571.00, substantially in accordance with the proposal that is attached hereto as "Exhibit B" and incorporated herein fully by reference.

SECTION 3. That the requirement for competitive bidding is waived pursuant to Section 141.03(f)(1) of the Codified Ordinances of the Village.

SECTION 4. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements including Section 121.22 of the Ohio Revised Code.

SECTION 5. This Resolution is hereby declared to be an emergency measure necessary for the preservation of the public health, safety and welfare of the residents of the Village of Richfield, County of Summit, State of Ohio and for the further purpose of allowing the purchase to proceed at the earliest possible time in order to realize the fiscal savings and operational benefits of the associated new computer system and to improve services to residents at the earliest possible time; wherefore, provided this Resolution receives the affirmative vote of two-thirds of the members of Council elected or appointed, it shall take effect immediately upon its passage and execution by the Mayor; otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

PASSED: 1-20-15

  
\_\_\_\_\_  
President of Council

  
\_\_\_\_\_  
Mayor

Dated: 1-20-15

ATTEST:  
  
\_\_\_\_\_  
Clerk of Council



**BPI Information Systems**  
 6055 West Snowville Road  
 Brecksville, OH 44141  
 Phone: 440-717-4112  
 Fax: 440-717-4135

## Quotation

Quote: BPIQ17764-03	Virtualization Quote	Date: 1/5/2015
Prepared By: Morgan McCausland	440-717-4112 x.228	mmccausland@bpiohio.com

**Bill To:** Village of Richfield  
 Tim Baker  
 4410 W Streetsboro Rd  
 Richfield, OH 44286  
  
**Phone:** (330) 659-2835  
**Fax:**

**Ship To:** Village of Richfield  
 Tim Baker  
 4410 W Streetsboro Rd  
 Richfield, OH 44286  
  
**Phone:** (330) 659-2835  
**Fax:**

Qty	Description	Unit Price	Extended
<b>2</b>	<b><u>ESX Host Servers</u></b>	<b>\$6,535.00</b>	<b>\$13,070.00</b>
	HP ProLiant DL360p G8 1U Rack Server - 2 x Intel Xeon E5-2640 v2 2 GHz - 2 Processor Support - 16 GB Standard/384 GB Maximum RAM - Serial ATA/600 RAID Supported, 6Gb/s SAS Controller - Gigabit Ethernet - RAID Level: 0, 1, 1+0, 5, 5+0 - 460 W	\$4,130.00	
	HP 8GB SD Enterprise Mainstream Flash Media Kit	\$70.00	
	(6) HP 16GB (1x16GB) Dual Rank x4 PC3L-12800R (DDR3-1600) Registered CAS-11 Low Voltage Memory Kit	\$240.00	
	(2) HP 2.0m External Mini-SAS High Density to Mini-SAS Cable	\$110.00	
	HP H221 PCIe 3.0 Host Bus Adapter for Gen8 servers	\$260.00	
	HP NC365T Ethernet Server Adapter - PCI Express x16 - 4 Port(s) - 4 x Network (RJ-45) - Low-profile	\$395.00	
	(2) HP Standard Power Cord - 6ft	\$10.00	
<b>1</b>	<b><u>SAN</u></b>	<b>\$12,858.00</b>	<b>\$12,858.00</b>
	HP MSA 2040 SAS Dual Controller SFF Storage - 24 Drive Bays	\$9,490.00	
	(12) HP 300 GB 2.5" Internal Hard Drive - SAS - 10000 rpm (3.6TB RAW)	\$279.00	
	(2) HP Standard Power Cord - 6ft	\$10.00	
<b>1</b>	<b><u>Microsoft Licensing</u></b>	<b>\$15,710.00</b>	<b>\$15,710.00</b>
	(4) Microsoft Windows Server 2012 R.2 Standard - License - 1 Server, 2 CPU	\$690.00	
	(125) Microsoft Windows Server 2012 - License - 1 User CAL	\$26.00	
	Microsoft Exchange Server 2013 Standard - License - 1 Server	\$550.00	
	(150) Microsoft Exchange Server 2013 Standard CAL - License - 1 User	\$61.00	

1 **VMWare Software \*\*\*\* Must be ordered direct from OARNet**

*Seperate CONTRACT*

1 VMware vSphere v.5.0 Essentials Plus Kit - License - 3 Host with 3 years production support

*OAR NET*  
~~\$8,020.00~~ ~~\$8,020.00~~ *OAR NET*

1 **BPI Implementation Services**

\$11,000.00 \$11,000.00

100 HOURS NETWORK INTEGRATION BLOCK TIME-ENGINEER SERVICES

\$11,000.00

VMWare software must be order directly from OARNet (www.oar.net)

Pricing on this quotation is valid for 10 days and excludes shipping charges to your location.

Subtotal ~~\$55,967.00~~

Sales Tax \$0.00

TOTAL ~~\$55,967.00~~

To order, please sign and return this quotation.

Thank you for your inquiry.

Name: *Bakhtiar Bashara*

Date: *1/21/15*

PO: \_\_\_\_\_

*\$52,638.00*

# BPI INFORMATION SYSTEMS BLOCK TIME SERVICES SCHEDULE

This Block Time Services Schedule (this "**Schedule**") is entered into as of 01/5/2015 (the "**Schedule Effective Date**") by and between BPI Information Systems of Ohio Inc. ("**BPI**") and Village of Richfield ("**Customer**"). This Schedule is subject to the terms of the Master Services Agreement between BPI and Customer dated 02/10/2014 (the "**Agreement**"). Capitalized terms used in this Schedule and not otherwise defined have the meaning given to them in the Agreement.

## 1. Contact Information and Block Time

<b>Site Location(s):</b>	4410 W Streetsboro Rd., Richfield, OH. 44286			
<b>Primary Customer Contact:</b>	Tim Baker	<b>Secondary Customer Contact:</b>		
<b>Emergency Phone #:</b>	330-659-2835	<b>Emergency Phone #:</b>		
<b>Block Purchase Amount:</b>	\$ 11,000	<b>Block Hrs:</b>	100	<b>Block Type:</b> Network <b>PO#:</b>

## 2. Block Time Payment Terms

- (a) Customer agrees to acquire and pay in advance the amount set forth above (referred to as "**Block Time**") to be applied to applicable Services chargeable on a time and material basis that Customer may obtain from BPI during the term of the Agreement.
- (b) The fee paid for Block Time is non-refundable. All Block Time must be used within two (2) years from the date of purchase.

## 3. Block Types

- (a) *Network* can be applied to network integration and support services including support for network infrastructure, Microsoft Server products, VMware, Citrix, and Cisco where a BPI System Engineer is required.
- (b) *Computer Repair* can be applied to computer repair and desktop support services including Microsoft Desktop products, PC, notebook and printer repair where a BPI Customer Service Engineer is required.

## 4. Additional Terms

- (a) BPI will use diligent efforts to respond to all Block Time service tickets in a timely manner based upon the nature of the request. Non-critical service tickets will be scheduled during Regular Business Hours at an agreed-upon time. Requests for support can be made to BPI's Service Desk by phone (440-717-4112) or email ([service@bpiohio.com](mailto:service@bpiohio.com)) during Regular Business Hours. Requests made outside of Regular Business Hours will be processed the next regular business day.
- (b) Block Time usage is for labor only. Shipping and other expenses required for any repairs that are not covered by a manufacturer's warranty or BPI's or a manufacturer's maintenance contract will be provided at a quoted price by BPI, which must be approved by Customer in advance of ordering.
- (c) BPI will use commercially reasonable efforts to inform Customer when it has depleted or is likely to deplete its Block Time. However, Customer is responsible for managing its Block Time. Upon Customer's request, Customer will receive a statement of remaining Block Time for each Block Type, as applicable. If no other arrangements have been made, BPI reserves the right to discontinue Services when all applicable Block Time has been depleted. If BPI continues to provide Services in response to a service ticket past the available Block Time hours, Customer is responsible for paying for such additional time at BPI's regular time and materials rate.

**EACH PARTY REPRESENTS AND WARRANTS THAT IT HAS READ AND AGREES TO BE BOUND BY THIS SCHEDULE AND IS AUTHORIZED TO EXECUTE THIS SCHEDULE.**

**BPI Information Systems of Ohio Inc.**

By: \_\_\_\_\_

Print Name and Title

Date: \_\_\_\_\_

Customer: Village of Richfield

By: Bobbie Bashara

Print Name and Title

Date: 1/21/15



BPI Information Systems  
 6055 West Snowville Road  
 Brecksville, OH 44141  
 Phone: 440-717-4112  
 Fax: 440-717-4135

## Quotation

Quote: BPIQ17908-01

Asa Firewall

Date: 1/5/2015

Prepared By: Morgan McCausland

440-717-4112 x.228

mmccausland@bpiohio.com

**Bill To:** Village of Richfield  
 Tim Baker  
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**Phone:** (330) 659-2835  
**Fax:**

Qty	Description	Unit Price	Extended
1	Cisco ASA 5505 Bundle - 8 x , 3 x , 1 x Management	\$1,136.00	\$1,136.00
1	Cisco SMARTnet - 8 x 5 x 4 Hour - 1 yr Maintenance	\$265.00	\$265.00
1	Cisco AnyConnect Mobile License - License - 1 Device - Standard - PC	\$85.00	\$85.00
1	Cisco AnyConnect Essentials VPN License - License - 25 Concurrent User - PC	\$85.00	\$85.00

Pricing on this quotation is valid for 10 days and excludes shipping charges to your location.

Subtotal	\$1,571.00
Sales Tax	\$0.00
<b>TOTAL</b>	<b>\$1,571.00</b>

To order, please sign and return this quotation.

Thank you for your inquiry.

Name: Bobbie Bashaw Date: 1/21/15 PO: \_\_\_\_\_

BPI Information Systems

# Statement of Work

Prepared for: Village of Richfield  
January 13, 2015

Management Approval

Account Manager:

Systems Engineer:

Manager:

*George H. M. '12*  
*Scott C.*  
*Jim White*

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## **1. Overview**

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Village Of Richfield is looking to update its current server environment from physical to virtual. BPI Information Systems, Inc. ("BPI") has been asked to assist in the process. This Statement of Work (SOW) describes the services that BPI will provide for Customer, and is subject to the terms of the Master Services Agreement between Customer and BPI dated 02/10/2014.

## **2. Scope**

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BPI will provide the following for Customer:

### PHASE I: Vcenter Installation

1. Install and configure two (2) HP ProLiant servers as ESX hosts.
2. Install the latest version of VMWare.
3. Setup and configure SAN and storage parameters

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### PHASE II: Server Implementation

1. Deploy, install and configure four to five virtualized instances of Microsoft Windows 2012 Server OS, for DC, File, Application and various other roles.
2. Upgrade Active Directory services from to Windows Server 2012.
3. Migrate existing data, applications and network services to Windows Server 2012.

### PHASE III: Physical to Virtual Migration

1. Deploy a new VCenter server with all necessary services such as SSO, Inventory, Catalog, Download Manager, etc.
2. Perform physical to virtual migration of server(s) meeting P2V requirements
  - EX1
  - FS3-PD
  - FS-SERVICE
  - FS2\_FINANCE
  - FS-POLICEDOC

### PHASE IV: Decommissioning of Server(s)

1. Decommission servers and remove from the rack

### **3. Deliverables**

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BPI will provide a work plan and timeline for the project prior to the start of the engagement.

At the completion of the project, BPI will provide the following:

- Documentation of tasks performed and hours billed
- Configuration data for new servers installed
- Network Diagram

#### 4. Assumptions / Concerns

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- BPI will require both physical and remote access to network devices.
- Work will be performed during the normal business hours of 8-5 Monday through Friday. Work done outside of these hours will be billed at an additional rate.
- Temporary system outages may be required during the course of the project. Reasonable effort will be made to coordinate and plan any outages with Customer.
- BPI assumes existing systems are in proper and functional working order. Troubleshooting and correcting conditions causing project delays may add additional time and cost to complete the objectives.
- In order for BPI to project an accurate estimate of hours, the Customer infrastructure and any nuances that it has needs to be known to BPI. If BPI is unfamiliar with the customer infrastructure, BPI strongly recommends that a thorough review be performed beforehand. If this is not carried out, BPI will add another 25 hours into the estimate in order to account for any unknown issues that may surface during the project.
- Before starting project it may be best to contact software vendors to verify virtual compatibility. If software cannot be virtualized or determined to be virtualized, these servers may not be physical to virtually migrate or additional hours may occur.
- Any OEM (Original Equipment Manufacturer) based licensing will need to be accounted for. For these servers to be migrated, a valid VLK (Volume License Key) must be present. These servers cannot be virtualized unless there is a VLK.

## **5. Responsibilities**

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### **5.1 BPI**

- BPI will assign a primary engineer to the project. Additional personnel may be assigned as needed.
- Develop a project work plan and timeline
- Document work performed and hours billed
- Work with Customer to meet objectives specified in this SOW within the defined timeline
- Manage Project

### **5.2 Customer**

- Identify primary technical and managerial Contacts
- Provide BPI with access to resources. This includes physical machines, documentation, necessary passwords, remote access, etc.
- Backup existing data and programs on all affected systems prior to the start of the engagement
- ~~Provide software licenses/activation codes required for any new installations.~~
- Provide a suitable physical environment for the installation of new equipment

## **6. Location**

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Work shall be performed both onsite at the Customer datacenter and remotely.

## **7. Scheduling**

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BPI estimates that the project will take approximately 3 weeks to complete. Work will be performed during normal business hours, except as noted in the finalized work plan. BPI and Customer will jointly determine the start date for the engagement within 30 days of the contract signature.

## **8. Change Management Process**

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Any changes that are determined to impact the budget or schedule outside of what has been built into the SOW will require a change request. In this event, a new service ticket will be generated addressing the issue. No changes are effective until the new service ticket has been approved by each party. This will ensure that the changes to the Statement of Work are documented, and that both parties agree to the changes.

## 9. Investment

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The estimated hours based on the scope outlined in section 2 of this Statement of Work are set forth below:

	Man Hours	Multiplier	Block Hours Required
Estimated hours for work performed during regular business hours:	85	x1	85
Estimated hours for work performed outside of BPI's regular business hours*:	10	x1.5	15
<b>Total estimated hours:</b>			<b>100</b>

\*It is assumed that the work performed outside BPI's regular business hours occurs during normal weekday evenings between 5pm and 8am or anytime on normal Saturdays. If the work is required to be done on Sundays or on BPI scheduled holidays, the rate is double-time.

## 10. Signature

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By signing below, the parties agree to the terms of this Statement of Work.

**BPI Information Systems of Ohio Inc.**

By: \_\_\_\_\_

Print Name and Title

Date: \_\_\_\_\_

Customer: Village Of Richfield

By: Bobbie Bashara

Bobbie Bashara Mayor  
Print Name and Title

Date: 1/21/15