



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

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DATE: 08/06/2024

**SUBJECT: RFP NO. F2024079 - PROFESSIONAL SERVICES FOR CISCO  
APPLICATION CENTRIC INFRASTRUCTURE UPGRADE -  
INFORMATION TECHNOLOGY - DALLAS DIGITAL SERVICES -  
PER CONTRACT TERMS**

### **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. F2024079, Professional Services for Cisco Application Centric Infrastructure Upgrade, for Information Technology, to Dallas Digital Services at the per contract terms and approve contract.

### **BACKGROUND**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Four hundred fifty-eight (458) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on March 11, 2024 was attended by three (3) vendors as well as representatives from Information Technology and Purchasing. Six (6) proposals and three (3) no-bids were received.

Proposals were evaluated by Information Technology and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The top scoring vendor was invited to provide a demonstration on June 3, 2024. The Evaluation Committee then rescored based on the criteria and the processes set forth in the RFP.

A Best and Final Offer was then requested from the vendor which resulted in no reduction in total price.

The proposal received from Dallas Digital Services meets all specifications and is acceptable to Information Technology.

This is a one-time engagement to facilitate the internal upgrade of the County's Cisco Application Central Infrastructure networking, switching, and routing infrastructure. The project is expected to take less than three (3) months.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Kehinde Olugbile Chris Lax, CPSM, CPSD, CPCP
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Therefore, it is the joint recommendation of Information Technology and Purchasing that RFP No. F2024079, Professional Services for Cisco Application Centric Infrastructure Upgrade, be awarded to Dallas Digital Services at the per contract terms.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

### **FISCAL IMPACT**

Funding in the amount of \$55,800.00 is available in account 45100-2024 Non-Debt/1810201000 Network Oper/Communication/545051 Capital Budget.