



# BOARD OF COUNTY COMMISSIONERS

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March 20, 2014

## MEMORANDUM

TO: Proposers and other interested persons

FROM: Christian Boenisch, County Counsel

RE: Notice of Intent to Award for Yamhill County Phone System Replacement Services

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On December 6, 2013 at 5:00pm, Yamhill County opened proposals submitted in response to its request for proposals for the Yamhill County Phone System Replacement RFP.

On March 20, 2014 the Yamhill County Board of Commissioners adopted Board Order 14-160 tentatively accepting the proposal of Structured Communication Systems, Inc. and authorized this notice of intent to award.

This memorandum constitutes Yamhill County's notice of its intent to award a contract for Phone System Replacement Services to Structured Communication Systems, Inc. If negotiations toward a contract with Structured Communication Systems, Inc. are not successful, Yamhill County reserves the right to negotiate with the next highest ranked proposer.

Any protest of this intent to award a contract for Phone System Replacement Services to Structured Communication Systems Inc. must be filed with the Yamhill County Board of Commissioners at the above address not later than 5 pm on Thursday March 27, 2014. Any protest of the award will be managed by the Board of Commissioners or its designee. If no protests are filed by the time stated, the Board may proceed to enter into a contract for the above services any time thereafter.

Accepted by Yamhill County  
Board of Commissioners on  
3/20/14 by Board Order  
# 14-160



**Yamhill County**  
*"Excellence in Service"*

**Information Systems,  
and Telecommunications**

636 NE 7th Street  
McMinnville, Oregon 97128  
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13 March, 2014

Board of Commissioners:

For some time now, we have had a major project underway to replace our current phone system, and upgrade the technology used for voice communications. An RFP was developed over last summer and into the fall. That RFP was released and five vendors responded. A Phone System Selection Committee was assembled to review the RFP responses, select initial finalists for demonstration, and then review the demonstrations that took place.

This new phone system is a major project for my staff. It is a substantial advancement in voice communications technology, and will affect nearly every employee in the County. Some of the more important features of this system are:

- 1)- Integration of the Court Offices into the County system, thereby enabling transfers and four digit dialing.
- 2)- Full integration of the voicemail systems between the County, City, and the Courts.
- 3)- Unified communications enabling the use of desktop computers, cell phones, and PDAs to access the phone system.

On the attached sheet is the final scoring for the three finalists as determined by the Selection Committee. As indicated, Structured Communications scored highest overall with their proposed solution manufactured by Shoretel. I would request that the Board authorize an "Intent to Award" of the project to Structured Communications for the amount of \$316,525, subject to adequate resolution of two items: 1)- Automated Call Distribution(ACD) services to the Health and Human Services Department, and 2)- Pager out-calling schedules. I believe that these two remaining issues can be addressed, but we need demonstrated adequate assurances from the vendor prior to the final award of the contract.

Thank you,

Murray L. Paolo  
Information Systems

Cc: Laura Tschabold, County Administrator

Phone System Replacement  
Finalists Scoring, Project cost summary  
March 14, 2014

Vendor	Solution	Initial Cost	Annual Support	Five year cost	Technical Score(0-35)	Proj Mgmt Score(0-10)	Personnel Score (0-10)	Org. Qualifications Score(0-10)	Cost Score(0-35)	Total Score
Frontier Communications	Mitel	\$251,724	\$23,813	\$370,789	10	4	4	4	10	32
BlackBox Networks	NEC	\$280,517	\$21,632	\$388,677	25	9	8	9	28	79
Structured Communications	Shoretel	\$316,325	\$18,714	\$409,895	30	9	10	9	32	90
<b>Structured items to be addressed:</b>										
1)- ACD functionality, including logging in, indicators, available extensions, etc.										
2)- Pager out-calling. Schedules, non-available options, etc.										
<b>Overall Project budget</b>										
Structured Communications, system		\$316,525								
Projected network upgrades		90,000								
Uninterruptable power systems		45,000								
Upgrade of core network switch		35,000								
Upgrade of server network switches		35,000								
Fairgrounds and Dog Control network up		8,000								
Project contingency		35,000								
<b>Project Total (budgeted in 48-14)</b>		<b>\$564,525</b>								

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