

**City of Columbus, Department Technology
Division of Data and Analytics Service
(DAS)
Detailed Specifications**

1.0 SCOPE AND CLASSIFICATION

- 1.1 **Scope:** It is the intent of the City of Columbus, Department of Technology to obtain formal bids to establish a contract for the renewal of Cloudera licenses, maintenance and support services for the coverage term period September 1, 2022 through August 31, 2023.
- 1.2 **Classification:** The contract resulting from this bid will provide for the purchase and delivery of Cloudera licenses, maintenance and support services. All Bidders must document the manufacture certified reseller partnership. Bidders are required to show experience in providing this type of equipment and warranty service as detailed in these specifications.
 - 1.2.1 **Bidder Experience:** The bidder must submit an outline of its experience and work history in these types of equipment and warranty service for the past five years.
 - 1.2.2 **Bidder References:** The bidder shall have documented proven successful contracts from at least four customers that the bidder supports that are similar in scope, complexity, and cost to the requirements of this specification.
- 1.3 **Specification Questions:** Questions regarding this bid must be submitted on the Vendor Services portal by **XXX**. Responses will be posted on the RFQ on Vendor Services no later than **XXX**.
- 1.4 For additional information concerning this bid, including procedures on how to submit a bid, you must go to the City of Columbus Vendor Services web site at <https://columbusvendorservices.powerappsportals.com/> and view this bid number.

2.0 APPLICABLE PUBLICATIONS AND STANDARDS

- 2.1 N/A

3.0 REQUIREMENTS

3.1 General Information:

- 3.1.1 **Term:** The contract awarded as a result of this bid is for a one year beginning September 1, 2022 through August 31, 2023. The City of Columbus does not enter into automatic renewals, however upon mutual agreement and authorized appropriation as approved by Columbus City Council may be renewed for three additional one-year terms.
- 3.1.2 **Pricing:** Bidders are to bid firm or fixed prices, FOB Destination, Freight Prepaid and Allowed. All pricing must include manufacturer warranty. All manufacturer warranties will be passed on to the City of Columbus.

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Detailed Specifications**

- 3.1.3 **Quantity:** See attached table for details.
- 3.1.4 **Quality Standards:** The City intends to purchase new, unused and the most current model. The specifications describe a minimum acceptable requirement which a bidder has to meet. However, the bidder is allowed to exceed a minimum requirement where the excess enhances the function of the unit and which the City can accept. It is not acceptable for a bidder to exceed a maximum desired limit.
- 3.2 **Bidder Requirements:** The City will use the requirements of this section to determine if each bidder meets the minimum standards to be considered a responsible bidder. **Please print, complete and attach** Reference pages and attach any supplemental pages as may be necessary to meet these requirements. **For instructions on how to attach a document to your bid, please refer to the Vendor Services User Guide.**
- 3.2.1 **Experience Required:** Documentation shall include (at a minimum) information meeting the following criteria.
- 3.2.1.1 **Manufacturer Relationship:** The bidder shall provide the history of their relationship with manufacturer(s) that will potentially be providing these types of equipment/parts and warranty service for the past five years, including but not limited to the following:
a) Length of the relationship
b) Level of the relationship
c) A brief history of the relationship
- 3.2.2 **References:** The bidder shall have documented proven successful contracts from at least four customers that the bidder supports that are similar in scope, complexity, and cost to the requirements of this specification.
- 3.2.2.1 **Contact Information Required:** The reference contact information shall include the customer name, customer e-mail address, street address, telephone number, fax number, contact name and equipment purchase date.
- 3.2.3 **Subcontractor Information Required:** If subcontractor(s) are to be used, please list names, addresses, telephone numbers and a contact person for each subcontractor. All subcontracts must have valid contract compliance certification.
- 3.2.3.1 **Subcontractor Contact:** Should the bidder use subcontractors, the City shall use the bidder as the primary contact point.
- 3.2.4 **Specification Questions:** Questions regarding this bid including any exceptions and/or suggested changes to the requirements must be submitted on the vendor services portal by **XXX**. Responses and any necessary addenda will be posted as an amendment to this RFQ on the City's Vendor Services portal no later than **XXX**. The City strongly encourages bidders to submit exceptions and/or changes during this stage of the process. Bidders submitting exceptions and/or changes before this date will greatly reduce the likelihood of their bid being rejected as

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non- responsive to the specifications. Bidders whom have not registered and created a new user on the City's portal <https://columbusvendorservices.powerappsportals.com/> are strongly encouraged to do so. Notice of any pre-bid notes and addenda will only be sent to Bidders whom have registered at the site.

3.2.4.1 For further instructions on how to submit "Vendor Questions" through the Vendor Portal, please see Section "Add Vendor Questions" provided in the City of Columbus Vendor Services User Guide.

3.2.4.2 The City has instructional videos to assist bidders at the portal. Tutorial videos are available to be viewed through You Tube or by clicking the following link:

https://www.youtube.com/channel/UCTIkkGNM7GHIITzoqQVNJIA/videos?shelf_id=0&view=0&sort=dd

3.3 Product Requirement Specifications:

3.3.1 Product Specifications: attached table includes a complete list of Cloudera products.

3.3.1.1 **Alternates:** Shall not be considered.

4.0 SAMPLING, INSPECTION AND TEST PROCEDURES

4.1 N/A

5.0 ORDERING, and INVOICING

5.1 **Ordering Procedure:** A written purchase order will be established by the Director of Technology. The Purchase Order will have the delivery information and invoice information.

5.2 **Invoicing:** Each invoice shall show the City Purchase Order number, a brief description identifying the item, the unit price, and the total amount. The invoice amount must exactly match the purchase order amount in accordance with the bid. All Invoices should be mailed to the following address to ensure proper payment:

City of Columbus
DoT/Fiscal Office
PO Box 2949
Columbus, Ohio 43216
Or
DoTInvoices@columbus.gov

6.0 NOTES

**City of Columbus, Department Technology
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(DAS)
Detailed Specifications**

6.1 **Online Bidding Instructions:** Bidders are requested to quote firm or fixed prices on the corresponding line item(s) only. Within the "Comment" section of each line bidders are requested to provide the make, model and manufactured year of the unit quoted. It is understood that all parts that may not be specifically mentioned must be included to make the unit operational and complete.

6.2 **Insurance Requirements and Workers Compensation:** Successful Bidder is required to provide the following before final execution of the contract:

6.2.1 **Liability Insurance:** The contractor shall take out and maintain during the life of the contract, such Public Liability (bodily injury and property damage) Insurance as shall protect him from claims from damages for personal injury, including accidental death, as well as from claims for property damage which may arise from operations under the contract, whether such operation be by himself or any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance policy shall include the city as named insured. The Contractor shall maintain coverage of the types and in the amounts specified below. Submitting a certificate of insurance shall evidence proof of such insurance coverage. A contractor's "umbrella" type policy with limits specified below may be submitted for this requirement, with the City as named insured.

The amount of such insurance shall be as follows:

Bodily Injury Liability
Each Person \$ 1,000,000.00
Each Accident \$ 1,000,000.00

Property Damage Liability
Each Person \$ 1,000,000.00
Each Accident \$ 1,000,000.00

Such insurance shall remain in full force and effect during the life of the contract. Insurance may not be changed or cancelled unless the insured and the City are notified in writing not less than thirty days prior to such change or cancellation. If any part of the contract is sublet, the Contractor is responsible for the part sublet being adequately covered by insurance herein above described.

Contractor assumes all risk of loss and damage to the equipment provided unless loss or damage occurs at the time the operator and equipment are being operated for the purpose designated by the city and such loss or damages is caused by an act of the city or its employee which constitutes gross negligence or wanton misconduct.

6.2.2 **Workers Compensation:** The successful contractor obtain and maintain during the life of this contract, adequate worker's compensation insurance for all his employees employed at the site of the project and, in case any work is sublet, the contractor shall require the subcontractor similarly to provide worker's compensation insurance for the latter's employees, unless such employees are covered by the protection afforded by the contractor. The successful contractor shall furnish one (1) copy of the worker's compensation certificate showing that the contractor has paid his industrial insurance premium.

City of Columbus, Department Technology
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- 6.3 **Correspondences:** During the bidding and evaluation process Bidders are strictly prohibited from communicating with any City employees or officers regarding the solicitation. Any communication from the vendor to the City should be limited to only the contact(s) listed in the RFQ and/or below. A violation of this section on the part of the Bidder may lead to disqualification.

All correspondences regarding this bid should be sent via email to vendorservices@columbus.gov, please include the RFQ number on the “subject” line.