

**City of Palmer
Action Memorandum No. 23-058**

Subject: Authorize the City Manager to Negotiate and Award a Contract With Alcan Electrical & Engineering for a New Telephone System, in an Amount Not to Exceed \$70,000

Agenda of: September 26, 2023

Council Action: **Approved** **Amended:** _____
 Defeated

Originator Information:

Originator: John Moosey, City Manager

Department Review:

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

Certification of Funds:

Total amount of funds listed in this legislation: \$ **70,000**

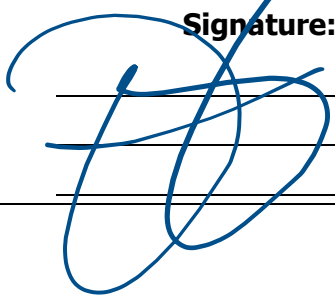
- This legislation (√):
- Creates revenue in the amount of: \$ _____
 - Creates expenditure in the amount of: \$ 70,000
 - Creates a saving in the amount of: \$ _____
 - Has no fiscal impact

Funds are (√):

- Budgeted Line item(s): 09-01-10-6056 Admin Equipment \$66,573; 01-01-10-6054 Office Equipment \$3,427
- Not budgeted

Director of Finance Signature: 

Approved for Presentation By:

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Alcan Electrical & Engineering VoIP Proposal

Summary Statement/Background:

The City of Palmer's current phone system is an Avaya IPO System software R9.1. It is now End of Life, no longer supported, forcing the purchase of a new system.

The RFP was advertised on July 2 and July 9. Proposals were due August 7, 2023.

Five proposals were received. All five were evaluated and rated based on the criteria listed in the RFP. Alcan Electrical & Engineering provided the proposal that was in the City's best interest.

There is \$35,000 budgeted in the 2023 Capital budget. The difference between the proposal and budget will be bridged via unspent budgeted capital office equipment from 2022 and a small amount from finance office equipment line item.

Administration's Recommendation:

Approve Action Memorandum No. 23-058.