



INVITATION TO BID
VDI 2.0 PROJECT - #00112200
October 14, 2020

INVITATION TO BID

Allen Hammond
123 Main St
Pleasanton, California 94566
ahammond@cityofpleasantonca.gov

Re: Bid Proposal for VDI 2.0 (Project 00112200)

To Whom It May Concern:

The City Of Pleasanton will be accepting bid proposals for the above-referenced project. **Bids must be received by no later than 10/28/2020 at 2:00 PM.** Bids received after this date and/or time will not be accepted and returned unopened to the sender.

The purpose of this project is to upgrade and refresh the legacy virtual desktop infrastructure (VDI). Key components of this project include:

- Hardware and Software - utilizing hyper-converged infrastructure equipment from Dell Technologies and VMware
- Installation Services facilitated and supported by Dell ProSupport

If you are interested in submitting a bid, it should be delivered to the name and address listed below in a sealed envelope labeled as follows:

**City of Pleasanton
City Clerk Office
PO Box 520
Pleasanton, California 94566
Bid Submission Attn: Allen Hammond**

Bids must be prepared and submitted using the bid forms provided and printed, and then signed.

Allen Hammond shall review all bids received by the deadline. All submissions must include all requested work items, conform to the project standards/specifications and be responsive, accurate, and cost reasonable. The City of Pleasanton will select the contractor for procurement and any performed work required, and a contract will be executed between the City of Pleasanton and the winning contractor.

You are reminded to bid only on those items designated on the attached bill of material form. Suppose the City should request additional work or deletion of any work from the write-up. In that case, or should you feel other work is required, those items, along with

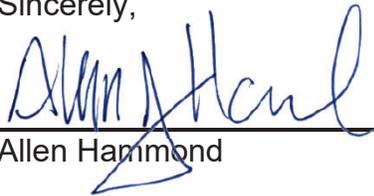
costs, shall be listed on a separate piece of paper or letterhead stationery. All additional items will be considered separately from the base bid, and consideration of any changes will be negotiated with the City after the bid opening.

Should you have any questions or concerns about any work write-up items, please contact Allen Hammond for clarification before bidding. You are reminded that your bid should include all taxes, fees, shipping, and other costs.

Upon selecting the winning contractor, the City of Pleasanton will send a bid award notice to the selected contractor. The bid award notice will advise the contractor of the date, time, and location of the pre-work conference that must occur before any work can begin. Upon satisfactory completion of the pre-work meeting, the City of Pleasanton will issue a "Notice to Proceed," which must be executed by the selected contractor as well.

Thank you for your consideration of this invitation to bid.

Sincerely,



Allen Hammond