



800 SW 39th St
Suite 150
Renton, WA 98057
www.Kingcd.org
425.282.1900

King Conservation District
Request for Quotations – RFQ 2023-02-08
Technology Managed Services / Network Management Plan

Introduction

King Conservation District is preparing to upgrade our Managed IT Services and Data Storage (Server Infrastructure) through the implementation of a comprehensive Network Management Plan for the District. To assist in this work, KCD seeks a knowledgeable IT/Network consulting firm with demonstrated experience in preparing and carrying out effective Technology Management Services.

Quotation and Deliverables

Please provide a quotation for services that addresses the following three elements:

1. Initial Setup and Onboarding, including in-depth network and security evaluation and installation of new support tools.
 - a. Expected Timeframe: May 15 – June 15, 2023
 - b. Anticipated Cost: \$2,000 - \$4,000

2. Monthly IT / Computer Services including Help Desk Support, Security Monitoring (Server and Workstations), Security Patch Management, Managed on and off-site Backups of Server, Backup of Workstations.
 - a. Expected Timeframe: Monthly (ongoing as contracted specifications)
 - b. Anticipated Cost: \$3,000 - \$4,000

3. Specific project work and other on-going IT support as needed. Project examples include Microsoft Software renewals, GIS Server implementation, new workstation setup, potential movement from on-site server to cloud, remote desktop implementation and other projects as mutually determined.
 - a. Expected Timeframe: ongoing as needed
 - b. Anticipated Cost: \$5,000 - \$20,000

The deadline for submitting quotes is April 14, 2023, at 4PM.

- Quotes must include brief biographic information about all principals who will conduct the work
- Quotes should include all contact information including mailing address

KCD will select the quote which best fits the following criteria:

- Proposer’s experience with providing Managed Technology solutions: 50 points
- Proposer’s demonstration of comparable services and successful implementation (reference companies): 35 points
- KCD Discretionary Points and cultural fit: 15 points

Quotes can be submitted via email, mailed, or can be dropped off at KCD Main Office. If submitting to the KCD office, quotes must be on a sealed opaque envelope and clearly labeled “RFQ for KCD Managed IT Services.”

If emailing, please use the subject line: “RFQ for KCD Managed IT Services.”

All quotes and accompanying documentation will become property of KCD and will not be returned. Vendors accept all risks of late delivery of mailed quotes regardless of fault. Costs for developing the quotes in response to the RFQ are entirely the obligation of the vendor.

RFQ Mailing and Drop Off Address

King Conservation District
Re: RFQ for Managed IT Services
800 SW 39th St, Suite 150
Renton, WA. 98057

RFQ Contact

All communication concerning this RFQ should be directed in writing to the RFQ coordinator listed below. Any oral communications will be considered unofficial and non-binding on KCD.

Matt Mega
Senior Director of Stewardship Programs
800 SW 39th St #150
Renton, WA 98057
425-773-5648
Matt.mega@kingcd.org