



# **Request for Proposals**

## **Veeam Backup Appliance and Cloud Disaster Recovery**

**ISSUE DATE: 09/06/2024**

**PROPOSAL DEADLINE: 09/27/2024, 4:30 PM CENTRAL**

**PROPOSALS RECEIVED AFTER THE DEADLINE WILL NOT BE  
CONSIDERED RESPONSIVE**

# Proposal Submission Summary

**Submit:** 1. One (1) Proposal (PDF Format Preferred) which includes  
 a. General Certifications Form (RFP Attachment A)

**Send to:** City of Lake Forest  
 Sealed Proposal: Microsoft Enterprise Licensing Renewal  
 Cameron Burrell, Assistant IT Director  
 800 N. Field Drive  
 Lake Forest, IL 60045

Effective immediately upon release of this Request for Proposals (RFP) and until notice of contract award, all communications from proposers regarding this RFP shall be directed to the City designee:

**Cameron Burrell, Assistant IT Director**  
**burrellc@cityoflakeforest.com**

The City or designee shall distribute all official changes, or notices relating to the requirements of this RFP. Proposers relying on information from other sources do so at their own risk.

## Schedule

Milestone	Timeframe
Deadline for Clarification Questions	09/06/2024
City Distributes Final Addenda	09/17/2024
<b>Vendor Proposals Submission Deadline</b>	<b>09/27/2024 by 4:30 PM Central</b>
Contract Award	10/07/2024

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# 1 Scope of Work

The City of Lake Forest, Illinois (City) is soliciting proposals from qualified value-added resellers to submit a proposal to provide a hardware and software solution for Veeam on-premise and cloud backup/disaster recovery. The City's **current** contract information is as follows:

## 1.1 Desired Functionality

The Desired Functionality section identifies functionality that the City would like to have if the product being presented has that capability. A submitted proposal should include the total cost of purchasing the minimum products and quantities listed:

Backup and Recovery Product	Quantity
Veeam Backup & Replication Enterprise (VMs)	35
Exagrid Appliance with 72 TB Raw Storage	1
Veeam Cloud Connect Backup (TB/Month)	14
Veeam Backup Agent for Physical Servers	5
Exagrid Maintenance and Support Agreement (5 Years)	1
Veeam Cloud Connect Replication (Per VM)	8
Veeam Cloud Connect Replication (Per TB/Month)	6
Veeam Cloud Connect Replication: Resource Reservation (Includes VMWare vCloud tenant with gateway, host, CPU, RAM reservation for 20 VMs)	1
Veeam Microsoft 365 Backup Licenses	306
Veeam Microsoft 365 Backup (TB/Month)	6

- Please provide a detailed breakdown of the proposed costs and include a price guarantee period.
- Please provide a detailed breakdown of the proposed engineering labor specifically for **Veeam** Backup/Recovery setup and configuration, creation of automated job processing, testing of the system after implementation, and system/process documentation.
- Please provide a detailed breakdown of the proposed engineering labor specifically for **ExaGrid** setup and configuration, , testing of the system after implementation, and system/process documentation.
- Please provide a breakdown of licensing costs for the Fortinet Firewall piece as well.

## 2 Submission Procedures

### 2.1 RFP Clarifications and Questions

If any person contemplating submitting a proposal is in doubt as to the true meaning of any part of this RFP, they may submit to the City a written request for an interpretation thereof.

Proposers are responsible for securing any and all addenda issued on the City's website.

### 2.2 Proposal Evaluation Process

In order to be considered responsive, Proposals must be submitted by the due date and time and contains an original signature of a company officer on the General Certification Requirements Form.

Responses to this RFP will be evaluated by a City Selection Team consisting of various stakeholders. At any point in time during the evaluations a Vendor may be excluded from further consideration.

The top Proposers may be asked to provide a system/hardware demonstration and/or professional services interview.

## 3 Proposal

To facilitate the analysis of responses to this RFP, the Proposer is requested to prepare their proposals in accordance with the instructions outlined in this section. The proposal should be organized as follows:

### 3.1 Executive Summary

This part of the response to the RFP should be limited to a brief narrative not to exceed two (2) pages describing the Vendor's ability to provide the City's solicitation identified in this RFP. Vendors must provide information about their company so that the City can evaluate the Vendor's stability and ability to support the commitments set forth in response to this RFP.

### 3.2 Proposed Goods/Services

The requirements defined in Scope of Work contain the overall desired outcomes of the requested goods and/or services. Each Vendor should review the desired functionality/scope of work requested and respond as to their availability.

### 3.3 Cost

- The City will not consider time and materials pricing. Vendors shall provide firm and fixed pricing based on the functionality and services described.
- Do not use, "To Be Determined," or similar annotations.

- Vendors may submit multiple versions of pricing forms to reflect multiple proposal options, if offered. The pricing forms should be clearly named to distinguish each option.

### 3.4 City Certification Requirements Forms

Include the signed copy of:

- General Certification Requirements

## 4 Contract Terms & Conditions

The contract will be fully negotiated after a Vendor's proposal is accepted by the City. Responses to the contract terms outlined in this section will be considered in the selection process and such terms will be considered part of the final contract.

### 4.1 Insurance

The following requirements are baseline standards for insurance to be provided. They may require adjustment from time to time based on a variety of factors, including the nature, scope, duration, and value of the procurement, and are subject to approval of the City.

#### 4.1.1 Comprehensive General Liability

1. With coverage written on an "occurrence" basis and with limits no less than:
2. \$2,000,000 Bodily Injury and Property Damage Combined Single Limit
3. Coverage is to be written on an "occurrence" basis.
4. Coverages shall include:
  - a. - Broad Form Property Damage Endorsement
  - b. - Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)
  - c. - Independent Contractors
  - d. - Personal Injury (with Employment Exclusion deleted)
  - e. - Broad Form Property Damage Endorsement
  - f. - Bodily Injury and Property Damage

#### 4.1.2 Professional Liability Insurance

- With a limit of liability of not less than \$2,000,000 per occurrence and \$2,000,000 in the aggregate and covering the consultant's errors and omissions.

## **5 Attachments**

### **5.1 Attachment A – General Certification**



**General Proposal Certification**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

**PROPOSER’S CERTIFICATION**

The undersigned, being first duly sworn on oath, deposes and states that all statements made herein are made on behalf of Proposer, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Proposer deposes, states, and certifies that Proposer is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax, as set forth in 65 ILCS 5/11-42.1-1; (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33 of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.*; or (iii) a violation of the USA Patriot Act of 2001, 107 Public Law 56 (October 26, 2001) (the “Patriot Act”) or other statutes, orders, rules, and regulations of the United States government and its various executive departments, agencies and offices related to the subject matter of the Patriot Act, including, but not limited to, Executive Order 13224 effective September 24, 2001.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

**SUBSCRIBED AND SWORN TO**

before me this \_\_\_\_\_ day Of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

[SEAL]



## **RFP VEEAM BACKUP APPLIANCE AND CLOUD DISASTER RECOVERY**

### **ADDENDUM 1**

September 19, 2024

Following are the questions submitted in accordance with RFP specifications. City responses to questions, clarifications of material, or corrections are indicated in green after each question.



- 1. Is 14TB how much backup data is sent over the wire each month? Or representative of the month-to-month retention of data (aka: size of repository)?**

It's more representative of the month to month retention of data. This is 14TB of compressed data/deduplicated data. Raw stored data is about 40 TB.

- 2. Is 8TB how much replica data is sent over the wire each month? Or representative of the month-to-month retention of data (aka: size of datastore)?**

The 8 figure listed in the RFP is representative of the amount of virtual machines we are looking to have ready to be spun up in the cloud in the event of a disaster recovery scenario.

- 3. What are the actual vCPUs and GB v RAM requirements?**

We do not know at this time

- 4. Is the recovery method via 'VCC Replication' processes?**

Yes, in disaster recovery scenarios.

- 5. Do you require recovery for Exagrid environment? If yes, what is the exact model/specs of Exagrid?**

No

- 6. Do you require recovery for five (5) physical servers? If yes, what is the exact model/specs of each server?**

Yes:

ProLiant DL360 Gen 10 - Server 2016 Standard - 192GB RAM - 2x Intel Xeon Gold 5217 - 3.5 TB Storage

ProLiant DL360 Gen 9 - Server 2016 Standard -

HPE StoreEasy 1660 Storage - Server 2016 Standard - 32GB RAM - 2x Intel Xeon Bronze 3104 - Total Storage 45 TB

ProLiant DL360 Gen 10 - Server 2016 Standard - 32GB Ram - 2x Xeon Silver 4112 - 4TB Storage

ProLiant DL360 Gen 10 - Server 2019 Standard - 32GB Ram - 2x Xeon Silver 4112 - 4TB Storage

**7. Are there geographic requirements for the recovery?**

No

**8. What year-over-year projected growth (%) to factor?**

8%

**9. Veeam replication over public Internet acceptable?**

We would prefer, if possible, a tunnel between our network and the Veeam cloud connect resource for a more secure replication process.

**10. Estimated daily change rate (%) of protected data?**

3%

**11. Please confirm that you have available 10G ports on your networking switch for the ExaGrid appliance.**

Yes

Additionally, we have added the following requirements to the RFP:

- Engineering labor for Veeam B&R setup/config, create jobs, testing, documentation
- Engineering labor for ExaGrid setup/config, testing, documentation
- Virtual licensing costs for Fortinet Firewall.



**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The Addenda to the Specifications have been received and have been considered in response to this Request for Proposals

\_\_\_\_\_  
Institution

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date