



**Saint John Airport Inc.
Request for Quote**

**For the Supply of a Hosted Server
Summary of Request**

Saint John Airport Inc (YSJ) is issuing this Request for Quote (RFQ) to procure the supply of a Hosted Server in the Cloud. YSJ has determined that they do not wish to maintain critical IT infrastructure systems onsite.

Summary of Requirements:

- To have a server offsite within a Datacentre
- Datacentre Availability must be 99.9 or Higher
- Backups of Server need to be included in this quote. Also, describe Data Retention and Possible Data Loss Policy
- Provide any Security Protection or ISO standards you follow
- Windows 2016 Standard Virtual Machine. Please describe your support models ie. from operation system and down or the applications and down?
- Approximately 10 Users that will connect to this server remotely. May require Remote Desk Services to achieve adequate performance
- We would entertain 3-year term for hosting

Operational Information and Environment:

- The current server is ready to be refreshed
- Currently have a Dell PowerEdge T320 3 Core 32Gb of Memory, 4Tb of usable space
- It is currently running Windows 2008R2 which will move to Windows 2016 standard
- It is running on top of a Vmware 6.5 environment
- Using 354Gb of space, but certain documents are going to BOX (Cloud Drive)
We approximate there will be 100G left on the Server after this move
- Applications on Server are Sage / ALFA / MaintScape / MS SQL 2012 etc

Other Information

- We are committed to selecting a partner to provide this service
- Prices are to be stated on a supplied and installed basis, FOB Saint John Airport
- Payment terms to be provided

About YSJ

YSJ is a not-for-profit corporation serving the air travel needs of the 300,000 residents of southwestern New Brunswick and is a key element in the economic and social development of the region. The airport's economic impact is estimated at over \$68 million and creates over 480 jobs directly and indirectly.

The Airport's strategic plan is focused on four primary pillars for growth:

- Enhance facilities and infrastructure
- Broaden air service options
- Drive community engagement
- Diversify our revenue stream

As we grow, we also will continue to meet or exceed all safety, security, environmental and other regulatory requirements.

For more information, please see the YSJ website at www.saintjohnairport.com.

Submission Contents

Bidders should submit their quote by May 31st, 2019 at the Saint John Airport Administration Office located on the 2nd floor, Air Terminal Building, 4180 Loch Lomond Road, Saint John, NB, E2N 1L7, or by email to ghierlihy@sjairport.ca with the subject line "Hosted Server").

The submission should include:

- 1- Technical description of the technology products used to build the solution;
- 2- Description of Availability with potential Data Loss and Recovery times for the solution
- 3- A project calendar with specific milestone and completion dates;
- 4- Financial bid for completion of the work;

Evaluation and Awards

Submissions will be evaluated by Saint John Airport management and will be based on content and completeness, and overall approach to the project. Interviews may be conducted as part of the evaluation process. The lowest bid may not necessarily be accepted.

Information Session & Site Visit to be held on May 13th between 9:00 AM – 11:00 AM

Any questions may be addressed to Greg Hierlihy at ghierlihy@sjairport.ca or (506) 638-5555.

Confidentiality

All information submitted concerning this RFQ shall be regarded as confidential and shall not be disclosed to a third party except with the prior written agreement of the Proponent.

