

**CHILDREN'S  
ONCOLOGY  
GROUP**

The world's childhood  
cancer experts

*For further information contact:*

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# **Request for Proposals Datacenter & Colocation September 2015**

Issue Date: 9/24/2015

Submission Deadline: 10/7/2015

Request To: Datacenter & Colocation

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# 1. Overview

## a. Statement of Purpose

The purpose of this Request for Proposals (RFP) is for The Children's Oncology Group to obtain the services of a secure and reliable datacenter for The Children's Oncology Group. The vendor will be selected through the RFP process.

This RFP will describe the minimum requirements that are necessary for a vendor to be considered in our selection process.

If selected, The Children's Oncology Group and vendor will enter into a contract.

## b. Background Information

### Organization Background

The Children's Oncology Group (COG), a National Cancer Institute supported clinical trials group, is the world's largest organization devoted exclusively to childhood and adolescent cancer research. The COG unites more than 9,000 experts in childhood cancer at more than 200 leading children's hospitals, universities, and cancer centers across North America, Australia, New Zealand, and Europe in the fight against childhood cancer.

# 2. Scope of Work

## a. Scope of Work

All of our servers and networking equipment is kept in our colocation in a secure, reliable datacenter.

The selected vendor will be required to be able to fulfill the services outlined below for the COG Datacenter and Colocation.

1. Assist with the migration of our servers and networking equipment to new datacenter
  - (a) Work must be completed in a 48 hour weekend window
  - (b) Approximately 30 Servers need to be physically moved
  - (c) All cabling work must be completed as well
2. Datacenter must support interconnectivity
  - (a) Direct tunnel connection to our Gainesville location
  - (b) Direct tunnel connection to our CHOP DR Location
  - (c) Direct tunnel connection to our Monrovia location
3. All data and equipment must be securely transported
  - (a) Must meet security standards

### **DATACENTER SERVICES REQUIRED**

1. Must have a greater than 99.9999% uptime record to support COG's mission critical services
2. Full scalable UPS Power
3. Back- up systems

4. N+1 or greater redundancy
5. Heating, ventilation and air conditioning (HVAC) system
6. Highly secure - control, monitor, and record access to the facility, including individual cages
7. 24 hour access
8. Qualified technical hands-on support available upon request
9. Scalable cage space for growth
10. Conference/Meeting rooms on site with phones
11. Must have security personnel on site

Vendors should provide an effective date of the rates being offered and how long the rates will be guaranteed.

## **Project Timeline**

COG issues RFP	9/24/2015
Deadline for questions related to RFP	10/5/2015
Proposal from vendor(s) due	10/7/2015
Evaluation process	10/7/2015 – 10/12/2015
Notification of selection	10/15/2015
Start date for purchase	11/01/2015

## **3. RFP Procedures**

### **a. Submission Details**

Proposals shall be received until 4:00 p.m. Pacific time, October 7, 2015.

Vendors may submit their proposals by mail or via email (*see Proponent Information below*).

The Children's Oncology Group may award a contract resulting from this solicitation to the responsible offeror whose offer conforming to this solicitation will be most advantageous to The Children's Oncology Group. The Children's Oncology Group may reject any or all offers if doing so is in the best interest of the organization.

This Request for Proposals (RFP) shall not be construed as a guarantee of contract, nor does it commit The Children's Oncology Group to pay any costs associated with submissions or any other costs incurred prior to the execution of a formal agreement.

## **4. RFP Submission Requirements**

### **a. Cover Letter**

Vendors should provide basic information about their qualifications and why they or their organization is a good fit for COG as well as a brief summary of pricing options being offered.

### **b. Proponent Information**

All proposals must be submitted to:

The Children's Oncology Group  
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