



## Golden Sierra

### **REQUEST FOR QUOTE** **SPECIFICATIONS**

**DATE:** February 6, 2023

**TO:** Distribution

**SENT:** Via Email

Golden Sierra Job Training Agency (Golden Sierra) is a government/public agency that administers workforce development programs within Placer, El Dorado, and Alpine Counties.

Information about Golden Sierra's services and special projects can be found here:

<https://goldensierra.com/>

<https://tricountyjobfair.org/>

<https://constructionfundamentals.com/>

#### **Purpose:**

Golden Sierra is seeking proposals that include the following services:

Assessment and recommendations for transition from on-site server to cloud migration.

Responses to this RFQ may also be utilized for special projects that meet the identified scope of services.

#### **Current Details:**

- Location: Roseville California
- 16 staff – on-site desktop & remote laptops
- Office software – 2016
- PowerEdge T440 Server

#### **Requirement:**

All files moved from the file server to the cloud should allow for them to be locked when being edited, similar to how they behave with an onsite server.

**Please supply quote based on the following Scope of Services.**

- Conduct assessment on agency needs and vision
- Interview designated staff & IT consultant
- Provide multiple options based on agency needs
- Provide recommendations based on options provided

**Quotes must include the following:**

1. General Overview, including:
  - Company name, address, phone number, email address, and contact person
  - Agency history
  - Principals/Bios
2. Experience, including:
  - Current client list
  - Specific areas of expertise
  - Provide background on staff identified to facilitate scope of work.
3. Outline of process to complete project
4. Costs
  - Project costs
  - Estimated hours to complete project
  - Hourly rate of service [by position]
  - Other costs which would not be included in hourly rate for Scope of Services

Please submit all question via email to [magnussen@goldensierra.com](mailto:magnussen@goldensierra.com).

Please sign and date quote. **All quotes not signed and dated will not be accepted.**  
Quotes must be submitted by email to:

Email: [magnussen@goldensierra.com](mailto:magnussen@goldensierra.com)

All quotes **must** be received by:

**February 24, 2023  
5:00 p.m.**