



# Agenda Report

December 11, 2017

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Information Technology  
**SUBJECT: REJECTION OF BID FOR INSTALLATION OF FIBER OPTIC CONNECTIONS TO CENTRAL AND MEMORIAL PARKS**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3); and
2. Reject the bid received on November 28, 2017 in response to the Notice Inviting Bids for Installation of Fiber Optic Connections to Central and Memorial Parks.

## **BACKGROUND:**

On May 15, 2017, the City Council approved the Annual Action Plan for program year 2017-2018 which documents planned program activities under the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME) programs. Among the CDBG projects included in the plan is the Public Park WiFi-Phase 2 project (Project No. 14), under which wireless Internet service will be installed and made available to the public at several City parks. The scope of work to implement WiFi at two of the parks in this project – Central and Memorial Parks – includes extension of the City fiber network to the parks to provide the Internet connectivity that will support the WiFi service.

The Department of Information Technology prepared specifications for installation of the required fiber extensions to the two parks in accordance with Section 4.080.070 of the Pasadena Municipal Code. On November 9, 2017, a Notice Inviting Bids for Installation of Fiber Optic Connections to Central and Memorial Parks was published in the Pasadena Journal and posted on the City's website. Forty-two vendors downloaded the bid documents and 13 potential bidders attended a pre-bid conference. However, only a single vendor submitted a bid prior to the bid closing on November 28, 2017.

The bid received was as follows:

<u>Bidder</u>	<u>Location</u>	<u>Amount</u>
Henkels & McCoy, Inc.	Pomona, CA	\$96,028.19

Pursuant to 2 CFR Section 200.320 of the federal procurement standards for CDBG-funded projects, at least two bids are required. Staff therefore recommends rejection of this bid to conform to the federal procurement requirements.

Staff will review the bid specification and identify possible impediments to submittal of bids by qualified vendors. As needed, staff will revise the bid specification and reissue it at a future date.

**COUNCIL POLICY CONSIDERATION:**

Rejecting the bid supports the City Council's strategic goal to maintain fiscal responsibility and stability.

**ENVIRONMENTAL ANALYSIS:**

The proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3), the General Rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Rejection of this bid will not have an effect on the environment.

**FISCAL IMPACT:**

Rejection of the bid will have no fiscal impact.

Respectfully submitted,

  
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PHILLIP LECCLAIR  
Chief Information Officer

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