

# Agenda Report

May 13, 2019

**TO:** Honorable Mayor and City Council

**FROM:** Department of Information Technology

**SUBJECT: CONTRACT AWARDS TO ARNOLD AND WALTERS  
TELECOMMUNICATIONS CONSULTANTS AND PRESCOTT  
COMMUNICATIONS, INC. FOR FIBER NETWORK ENGINEERING AND  
CONSTRUCTION MANAGEMENT SERVICES**

## **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 15016(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. Authorize the City Manager to enter into contracts, based on a competitive selection process pursuant to Pasadena Municipal Code Section 4.08.047, with Arnold and Walters Telecommunications Consultants and Prescott Communications, Inc. for fiber network engineering and construction management services for a one year period in the amount of \$90,000 each, with an option for one one-year extension to both contracts in the amount of \$90,000.

## **BACKGROUND:**

The City's fiber optic ring serves as the network backbone supporting City voice and data networks, communications for utility operations, and fiber services to external customers. The Department of Information Technology ("DoIT") manages the City's fiber optic network and has an ongoing need for fiber network engineering and construction management services to support City and customer uses of the fiber backbone. DoIT, in collaboration with Pasadena Water & Power, the Department of Transportation, and the City Manager's Economic Development division, is also continuing to implement the fiber network expansion program identified in the 2015

Fiber Strategic Plan, and relies on these fiber engineering and construction management services to design and oversee installation of the fiber expansion projects.

A Request for Proposals (“RFP”) for fiber network engineering and construction management services was published on PlanetBids on March 21, 2019. Forty-seven companies downloaded the RFP, including four local firms. DoIT received five proposals in response to the RFP. None of the proposals were from local businesses.

Proposals were scored in accordance with the RFP evaluation criteria, based on: the vendor’s proposed service approach; the firm and proposed project team’s experience; cost to perform the work; and status as a local and/or small/micro business.

The proposal scores are as follows:

<b>Rank</b>	<b>Proposer</b>	<b>Location</b>	<b>Score (100 max)</b>
1.	Arnold and Walters Telecommunications Consultants	Simi Valley, California	88.5
2.	Prescott Communications, Inc.	Northridge, California	73.2
3.	VCI Utility Services, LLC	Upland, California	59.3
4.	Yao Engineering	San Marino, California	53.1
5.	HHS Construction, Inc.	Ontario, California	52.8

Detailed proposal scores are provided in Attachment A.

Staff recommends that the City Council authorize award of contracts to Arnold and Walters Telecommunications Consultants and Prescott Communications, Inc. in an amount not to exceed \$90,000 each, with the option for a one-year extension also in the amount of \$90,000 each. Arnold and Walters Telecommunications Consultants, DoIT’s current fiber engineering vendor, previously notified the City that its availability might be limited going forward as one of its principals transitions toward retirement. In the RFP, DoIT anticipated the possible need to contract with more than one engineering firm, indicating the City intended to select one or more qualified firms to perform this work. Further, the RFP noted that projects would be assigned first to the highest evaluated proposer, and to the second firm if the first is not available. Having two fiber engineering firms under contract will ensure availability of the fiber engineering and construction management resources required to meet City operational and customer requirements in a timely fashion.

Arnold and Walters Telecommunications Consultants has provided fiber network engineering and construction management services to the City for approximately 11 years. The City has expended \$355,264 with the firm since FY 2015.

Prescott Communications, Inc. is currently under contract with Pasadena Water & Power for utility pole asset management services. Approximately \$144,600 has been expended with the firm since FY 2015.

**COUNCIL POLICY CONSIDERATION:**

The recommended contracts promote the City Council's goal to improve, maintain and enhance public facilities and infrastructure by supporting ongoing fiber network use and expansion.

**ENVIRONMENTAL ANALYSIS:**

The proposed contracts with Arnold and Walters Telecommunications Consultants and Prescott Communications, Inc., for fiber network and construction management services have been determined to be exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines 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.

**FISCAL IMPACT:**

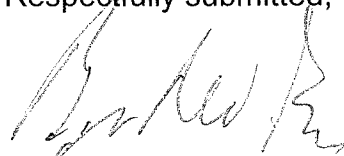
The total cost of this action will up to \$360,000. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the accounts shown below. It is anticipated that \$9,000 of the cost will be spent during the current fiscal year. The remainder will be spent during the 2020 and 2021 fiscal years.

The following table presents a summary of the sources and amounts of funds that will be used:

City Fiber Network Expansion – CIP 71212	\$306,000
IT Fiber Related Projects Operating Budget Account	\$54,000
<b>Total Sources</b>	<b>\$360,000</b>

The anticipated impact to other operational programs or capital projects as a result of this action will be minimal.

Respectfully submitted,



FOR  
PC

PHILLIP LECLAIR  
Chief Information Officer  
Department of Information Technology

Prepared by:



Lori B. Sandoval  
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Approved by:



STEVE MERMELL  
City Manager

Attachments: (2)

Attachment A – Proposal Scoring  
Attachment B – TPAs