

Agenda Report

May 12, 2003

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO EXTEND CONTRACT NUMBER 16,811 WITH NEXTIRAONE, LLC FOR MAINTENANCE & REPAIR OF CITY-OWNED TELEPHONE SYSTEMS

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City Manager to extend Contract 16,811 in the amount of \$236,990 for a period of one year with NextiraOne (formerly Williams Communications LLC) for Maintenance & Repair for City-Owned Telephone Systems. The contract is exempt from Competitive bidding pursuant to City Charter Section 1002(F) contracts for professional or unique services.
2. Authorize the City Manager to extend the contract for up to three additional one-year periods without further City Council approval provided the terms, conditions and pricing remain unchanged.
3. It is further recommended that the City Council grant this extension from the competitive selection process pursuant to P.M.C. 4.08.049(B) contracts for which this City's best interests are served.

BACKGROUND:

The City's main Nortel Meridian telephone system serves the Police Building, City Hall, the Hale Building and the main Library through underground cable, Water & Power Administration offices on Los Robles via fiber and the City Yards via microwave links. Villa-Parke Community Center, Power Production Plant, Pasadena Health Services Center, Fire Administration offices and a host of other City facilities are tied to the main telephone system via services provided by Pacific Bell. There are approximately 3,006 connections served by the telephone system, providing a wide range of communication services.

Having one telephone system that serves many sites, ties all of these locations together in a network, provides continuity, allows four-digit dialing between sites, and saves toll and long distance charges.

On October 5, 1998, City Council approved entering into a contract with NextiraOne for maintenance and repair of City-Owned Telephone Systems; and the option to extend the contract for up to four additional one-year periods without further City Council Approval. The term for the Maintenance Contract between the City of Pasadena and NextiraOne, including these four renewals, ends June 30, 2003.

It is critical for continuity of service over the next four years that the City continues to contract with NextiraOne. The NextiraOne project team and engineering resource assigned to the City have designed the communications infrastructure and have worked on the City's projects for the entire term of the contract. These resources are currently working with staff on the modifications required to the telephone system network design & configuration required to support the relocation of staff out of City Hall for the Seismic Retrofit Project. Numerous changes and additions to the City's telecommunications system to retain existing published telephone numbering plans will be necessary to support the move to multiple new City locations while City Hall is being retrofitted. NextiraOne has the knowledge of the system design, networking infrastructure and functionality required to make those changes and additions. Other firms would not work effectively without substantial time to become familiar with the telecommunications system and supporting infrastructure. Continuity and timeliness of telecom system support is particularly important given the relatively short planning timeframes of the City Hall Retrofit Project.

Further, maintaining communications continuity, reliability and security are essential to this project. Network security is a major concern and continuing with NextiraOne will eliminate any risk associated with the transfer of infrastructure knowledge for this portion of the project.

The requested contract extension covers four years. The City Hall Retrofit Project timeline projects staff to be relocated from City Hall in June 2004 and remaining off-site for 3 years.

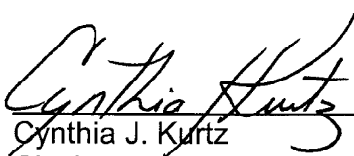
The pricing for services such as equipment purchases, labor for moves, adds and changes to the telephone system will remain the same as the current contract. If the contract is extended the existing contract labor rate of \$66, which is less than their current published rate of \$115.00 per hour, is a savings of 43%.

FISCAL IMPACT:

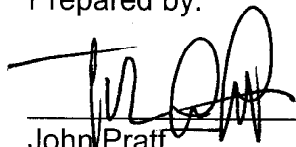
Sufficient funds are available in the Telephone & Voices Services Section of the Information Technology Services Division, Finance Department, Fiscal Year 2004, operating budget account 501-8140-328220 for this purpose.

The expense will be covered by Telephone & Voice Services revenue. This is a user driven and paid for service.

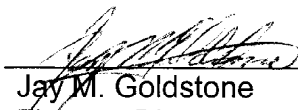
Respectfully submitted,


Cynthia J. Kurtz
City Manager

Prepared by:


John Pratt
Chief Information Technology Officer

Approved by:


Jay M. Goldstone
Finance Director