

# Agenda Report

May 11, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Department of Information Technology

**SUBJECT:** AUTHORIZATION TO ENTER INTO A CONTRACT WITH GA TECHNICAL SERVICES, INC. FOR FIBER OPTIC SPLICING, TESTING, AND EMERGENCY TROUBLESHOOTING FOR THE CITY'S FIBER OPTIC NETWORK

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the following proposed action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b)(3); General Rule; and
2. Accept the bid dated March 20, 2015 submitted by GA Technical Services, Inc. in response to the specifications to furnish labor and materials for splicing, testing, and troubleshooting of fiber optic cable, reject all other bids received, and authorize the issuance of a contract with a total not-to-exceed amount of \$155,480. This contract will have a one year term, with an option for a one-year extension subject to the approval of the City Manager.

## **BACKGROUND:**

The City's 25 mile fiber optic ring is a critical network backbone supporting the City's voice and data networks, utility operations, and external customers. The City has competitively bid and contracted for fiber optic splicing, testing, emergency troubleshooting services, and related materials since the backbone was installed in the late 1990s. These services support ongoing use of the backbone and repair of the network should there be a fiber break. The City has contractual obligations to its fiber customers to respond within four hours to a service interruption. Contract fiber splicing, testing, and troubleshooting services are a primary resource for response to a fiber network disruption.

In addition, contract fiber splicing and testing services are an important element supporting expansion of the City fiber network. In FY 2016, the Department of

Information Technology (DoIT) -- working with the Departments of Water & Power and Transportation, and the City Manager's Office Economic Development Division -- will begin implementing the first phases of the fiber expansion program identified in the FY 2015 fiber network and services strategic planning process. DoIT anticipates increased fiber splicing and testing requirements in the coming fiscal years as a result.

The term of the City's current fiber splicing, testing and troubleshooting contract will end on July 3, 2015. As such, DoIT recently prepared bid specifications for the fiber optic splicing, testing and troubleshooting services in accordance with Section 4.08.070 of the Pasadena Municipal Code. The project was advertised in the *Pasadena Journal* on March 4, 2015, and the Notice Inviting Bids was also posted on the City website. The bid specifications were downloaded by 38 vendors, seven of which submitted bids for the project.

The following bids were received on March 24, 2015:

1. GA Technical Services, Inc.	Rancho Cucamonga, California	\$141,345.60
2. HHS Construction, Inc.	Ontario, California	\$141,492.97
3. VCI Utility Services	Upland, California	\$196,297.90
4. Crosstown Electrical & Data, Inc.	Irwindale, California	\$209,152.42
5. SECC Corporation	Chino, California	\$211,432.55
6. Technion Contractors TCI Inc.	Northridge, California	\$534,685.86

The seventh bidder, VCI Construction, Inc., subsequently withdrew its bid.

GA Technical Services, Inc. was the lowest responsive bidder that met all requirements of the specifications. Staff recommends that the City Council authorize a contract for the required fiber splicing, testing and troubleshooting services to GA Technical Services, Inc. in an amount not to exceed \$155,480.

The proposed contract will have an initial one year term, with one optional one-year extension subject to the approval of the City Manager. The contract value, evenly split between the initial term and extension, will be as follows:

Base Bid	\$141,346
Contingency Allowance	<u>14,134</u>
Total Not-to-Exceed Amount	\$155,480

GA Technical Services, Inc. has not previously provided services or materials to the City.

The proposed contract complies with the Competitive Bidding and Purchasing Ordinance P.M.C.4.08 and the rules and regulations promulgated thereunder.

**COUNCIL POLICY CONSIDERATION:**

This contract with GA Technical Services, Inc. promotes the City Council's three-year goal to improve, maintain and enhance public facilities and infrastructure by contributing to maintenance and expansion of the City's fiber optic backbone, a critical resource supporting ongoing City and customer business operations.

**ENVIRONMENTAL ANALYSIS:**

The proposed contract is exempt from the California Environmental Quality Act (CEQA) per section 15061 (b)(3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action relates to services for connection, maintenance, and emergency troubleshooting of fiber optic cable that has been previously installed.

**FISCAL IMPACT:**

The total cost of this action will be \$155,480. Funding for this action will be addressed by the utilization of existing budgeted appropriations in Capital Improvement Program Budget account number 71212 (City Fiber Network Expansion) and in Operating Budget account number 8114-408-399100 (IT Fiber-Related Projects). It is anticipated that \$5,000 of the cost will be spent during the current fiscal year from the City Fiber Network Expansion capital improvement project. The remainder of the costs will be spent during the 2016 and 2017 fiscal years.

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

City Fiber Network Expansion – CIP 71212	\$139,932
IT Fiber Related Projects Operating Budget Account	\$15,548
<b>Total Sources</b>	<b>\$155,480</b>

The following table represents a project summary:

Base Bid	\$141,346
Contingency Allowance	14,134
Contract Administration/Inspection	15,000
<b>Total Fiscal Impact</b>	<b>\$170,470</b>

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

Respectfully submitted,



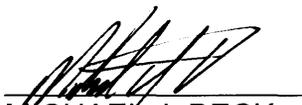
PHILLIP LECLAIR  
Chief Information Officer  
Department of Information Technology

Prepared by:



Lori B. Sandoval  
Telecom & Regulatory Administrator

Approved by:



MICHAEL J. BECK  
City Manager