

Agenda Report

July 19, 2021

TO: Honorable Mayor and City Council

FROM: Department of Information Technology

**SUBJECT: CONTRACT AWARDS TO ARNOLD AND WALTERS
TELECOMMUNICATIONS CONSULTANTS AND MAGELLAN
ADVISORS, LLC FOR FIBER NETWORK ENGINEERING AND
CONSTRUCTION MANAGEMENT SERVICES**

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 15301(c) and Section 15303 New Construction or Conversion of Small Structures;
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 Magellan Advisors, LLC for fiber network engineering and construction management services for an initial three-year period in an amount not-to-exceed \$270,000 each; and
3. Authorize the City Manager to extend the contracts for two optional one-year terms in the amount of \$90,000 per extension, for a maximum contract length of five years and a not-to-exceed contract amount of \$450,000 per each contract.

BACKGROUND:

The City's fiber optic infrastructure serves as the network backbone supporting City voice and data networks, communications for utility and traffic operations, and fiber services to commercial 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 and expansion of the fiber infrastructure. DoIT, in collaboration with Pasadena Water & Power, the Department of Transportation, and the City Manager's Economic Development division, continues to implement the fiber network expansion program identified in the 2015 Fiber Strategic Plan, and relies on those fiber engineering and construction management services to design and oversee installation of fiber expansion

projects. New contracts for fiber network engineering and construction management services are needed as the existing contracts will expire at the end of July 2021.

A Request for Proposals (RFP) for fiber network engineering and construction management services was published on Planet Bids on May 18, 2021. Fifty-two companies downloaded the RFP, including four firms identifying themselves as local. On June 4, 2021, a total of four responsive proposals were received, one of which was from a vendor with an office in Pasadena.

Proposals were scored in accordance with the RFP evaluation criteria, based on: the vendor's proposed approach, experience, and cost proposal, and status as a local and/or small/micro business.

The proposals were scored and ranked as follows:

Rank	Proposer	Headquarters Location	Pasadena Office?	Score (100 max)
1	Arnold and Walters Telecommunications Consultants	Simi Valley, CA	N	81
2	Magellan Advisors, LLC	Miami, FL	N	70
3	Motive Energy	Northridge, CA	N	64
4	Psomas	San Juan Capistrano, CA	Y	54

Attachment A includes a summary of the scoring criteria and results.

Staff recommends that the City Council authorize award of contracts to Arnold and Walters Telecommunications Consultants and Magellan Advisors, LLC in an amount not to exceed \$270,000 each for an initial three-year period, with the option of two one-year extensions, each in the amount of \$90,000 per extension for a total not-to-exceed amount of \$450,000 per each contract. 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 13 years, and currently there is one open contract, 31468, which is set to expire later this month. The City has expended \$461,022 with the firm since FY2015.

Magellan Advisors, LLC is a nationwide industry leader in telecommunications construction design and management, and is currently providing fiber design and

construction management services for fiber programs in the cities of Glendale, California and Rancho Cucamonga, California. Currently there are no active contracts with Magellan Advisors, LLC.

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 Magellan Advisors, LLC for fiber network and construction management services have been determined to be exempt from the California Environmental Quality Act (CEQA) 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:

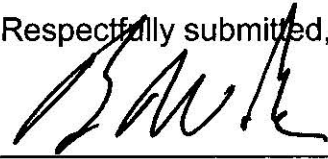
The total cost of this action is \$540,000 for the initial three-year term of both contracts. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the accounts shown below. It is anticipated that \$90,000 of the cost will be spent during the current fiscal year. The remainder will be spent during the 2023 and 2024 fiscal years. Expenses for the two optional one-year extensions on both contracts totaling \$360,000, if exercised, will be funded similarly.

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

City Fiber Network Expansion – CIP 71167	\$443,000
IT Fiber Related Projects Account Operating Budget	\$ 97,000
Total Sources	\$540,000

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

Respectfully submitted,


FOL
P.L.

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Approved by:



STEVE MERMELL
City Manager

Attachments:

- A) Summary of Proposal Scoring
- B) Taxpayer Protection Amendments