



# Agenda Report

June 10, 2024

**TO:** Honorable Mayor and City Council

**FROM:** Department of Information Technology

**SUBJECT:** **AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH POWER & TELEPHONE SUPPLY COMPANY FOR FIBER OPTIC CABLE AND MICRODUCT FOR AN AMOUNT NOT-TO-EXCEED \$214,831**

## **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 15301 (Class 1: Existing Facilities) and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Accept the bid dated April 18, 2024, submitted by Power & Telephone Supply Company in response to the specifications to furnish Fiber Optic Cable and Microduct, reject all other bids received, and authorize the City Manager to enter into a three-year contract with a total not-to-exceed amount of \$214,831.

## **BACKGROUND:**

The City's fiber optic backbone, first installed in 1998 and 1999, then expanded over time, supports the City's voice and data networks, utility operations, and a variety of external business and institutional customers. In order to both maintain and expand the fiber network, the City has competitively bid and contracted for fiber related materials on a regular basis. The City has contractual obligations to its fiber lease customers to respond to, and remedy any service interruptions, and having a contract in place ensures the City can meet these obligations.

Currently, existing fiber materials inventory is being used, but Department of Information Technology (DoIT) staff has identified significant and growing City requirements for fiber network connectivity over the next three years, that will require a significant investment in fiber related materials. Fiber expansion activities will include, but not be limited to the extension of fiber to connect new City EV charging facilities, providing public Wi-Fi

access to seventeen City parks and park facilities not already linked to the fiber backbone, supporting economic development goals, and serving new customers.

Therefore, DoIT staff prepared bid specifications for this anticipated need. Bids were requested and received in accordance with Section 4.08.070 of the Pasadena Municipal Code. On March 28, 2024, a Notice Inviting Bids to furnish Fiber Optic Cable and Microduct was published in the Pasadena Journal and Pasadena Independent, and posted on OpenGov, which generated notices to all vendors previously registered with the City for this type of product category. A total of forty-nine potential bidders downloaded the bid specifications, including one local firm. The following six responses were received by the bid closing date of April 18, 2024. No submissions were received from local Pasadena vendors.

<b><u>Bidder</u></b>		<b><u>Amount</u></b>
1. Power & Telephone Supply Co.	Memphis, TN	\$214,830.68
2. Millennium	Delavan, WI	\$238,413.53
3. Graybar Electric	Diamond Bar, CA	\$322,643.33
4. Walters Wholesale Electric Utility Division	Brea, CA	\$324,212.83
5. Communications Supply Corp	Buena Park, CA	\$345,602.64
6. Peacock Systems	Chino Hills, CA	\$441,528.29

Power & Telephone Supply Company was the lowest responsive and responsible bidder that met all the requirements in the bid specifications. Staff recommends authorization to enter into a contract in an amount not to exceed \$214,831. This amount represents the cost of the fiber optic cable and microduct materials the City plans to purchase over the next three years to support fiber expansion programs.

There are currently no open contracts with Power & Telephone Supply, but the company has previously provided fiber related materials to the City. Although they are headquartered in Tennessee, they also operate a large warehouse nearby in the city of Commerce.

**COUNCIL POLICY CONSIDERATION:**

This contract with Power & Telephone Supply Company promotes the City Council's 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 categorically exempt from CEQA pursuant to State CEQA Guidelines Section 15301 (Class 1: Existing Facilities). The Class 1 categorical exemption covers the repair, maintenance, or minor alteration of existing public or private structures, involving negligible or no expansion of use. The proposed action relates to the purchase of fiber optic cable and microduct that will be installed in existing

conduit systems and constitutes a minor alteration to the City's existing conduit systems.

**FISCAL IMPACT:**


The total cost of this action will be \$214,831. Funding for this action will be addressed by the utilization of existing budgeted appropriations in Capital Improvement Program project #71172 (City Fiber Network Expansion FY 2025 – 2029) and annual budgeted appropriations in DoIT operations account 40814013-811400 (IT Fiber Prj). None of the amount will be spent in FY 2024, but it is anticipated that it will be spent fairly evenly over the next three fiscal years.

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


City Fiber Network Expansion – CIP 71172	\$193,348
IT Fiber Related Projects Operating Budget Account	\$ 21,483
<b>Total Sources</b>	<b>\$214,831</b>

There are no indirect or support costs anticipated as a result of this contract award.

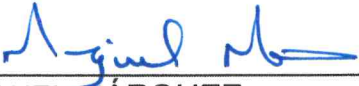
Respectfully submitted,

  
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