

Agenda Report

April 8, 2019

TO: Honorable Mayor and City Council
FROM: Department of Information Technology
SUBJECT: CONTRACT AWARD TO UDC, INC. FOR FIBER MANAGEMENT SOFTWARE IMPLEMENTATION AND DATA MIGRATION 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 a contract, based on a competitive selection process pursuant to Pasadena Municipal Code Section 4.08.047, with UDC, Inc., for fiber management software implementation and data migration services in an amount not to exceed \$191,325, which includes a base contract amount of \$173,932 and a 10 percent contingency of \$17,393.

BACKGROUND:

Over the past twenty years, the City has made significant investments in developing its fiber optic networks. In 1998 and 1999, the City installed a 25-mile fiber ring, primarily in underground power conduit, around Pasadena. The fiber ring was designed to support power system operations, connect City facilities, generate lease revenue, and increase competition in the local telecommunications market. The Department of Transportation ("DOT") also has installed fiber optic infrastructure in phases under City sidewalks to facilitate traffic signal management and other advanced traffic management systems.

The City has expanded these networks over time to meet growing needs for fiber-based connectivity to City facilities and infrastructure. City fiber uses now include:

- internal data network and Internet connectivity
- voice services to City facilities
- public safety radio system backhaul
- power utility management and monitoring
- traffic signal controller and CCTV links
- transport of public, educational and government (“PEG”) programming, and
- leases of dark fiber and provision of fiber transport services to local institutional and business customers

At present, the Departments of Information Technology (“DoIT”), Transportation, and Water and Power (“PWP”) use a variety of approaches and applications to document and manage fiber optic infrastructure. The most complete of the fiber management solutions in place currently cannot accommodate the City’s growing volume of fiber data. Furthermore, the fiber infrastructure has expanded and grown in complexity over time requiring ready access to the documentation and data in one central location to efficiently plan and manage the resources.

Recognizing the need for a comprehensive solution that could address the requirements of all three departments, staff began exploring a common software solution for fiber management in 2018. The Fiber Manager application developed by Schneider Electric, Inc. was identified as the optimal solution to meeting cross-departmental needs. Fiber Manager is an add-on module of the ArcFM GIS software, also provided by Schneider Electric, Inc., that PWP already uses to manage the utility’s infrastructure. Staff anticipates that implementing Fiber Manager will result in a variety of operational efficiencies:

- Supporting cross-departmental use of a common fiber management solution with robust tools, eliminating silos and potential duplication of effort
- Providing broader staff access to fiber data to facilitate analysis and decision-making
- Improving data available for PWP engineering and field staff regarding where fiber is located in the power conduit system
- Supporting fiber network data currency by establishing a common approach to adding and modifying fiber documentation in a single system of record
- Improving access to fiber data for evaluation and fulfillment of internal and external customer connectivity requests

A cross-departmental team with representatives from the three departments developed a Request for Proposals (“RFP”) for Fiber Manager software implementation and data migration services to meet the City’s current and future needs. The RFP was published on PlanetBids on January 25, 2019. Thirty-two vendors downloaded the RFP, including one local company. The City received three proposals in response to the RFP by the

due date of February 20, 2019. None of the proposals received were from Pasadena-based firms.

Proposals were scored by the same cross-departmental team in accordance with the RFP evaluation criteria, based on: the vendor's proposed approach to completing the scope of work; the company and proposed project team's experience with this type of project; cost to perform the work; and status as a local and/or small/micro business.

The proposal scores are as follows:

Rank	Proposer	Location	Score (100 max)
1.	UDC, Inc.	Englewood, CO	70.6
2.	Schneider Electric, Inc.	Fort Collins, CO	57.8
3.	DataVoxel	Beverly Hills, CA	13.8

Detailed proposal scores are provided in Attachment A. (Note: Schneider Electric, Inc., the developer of the Fiber Manager software, also offers consulting and implementation services for its software products.)

Staff recommends that the City Council authorize award of a contract to UDC, Inc. in an amount not to exceed \$191,325, which includes the proposed fees for the software implementation and data migration services and a ten percent contingency of \$17,393 for any necessary change orders.

It is estimated that it will take nine months for UDC to perform the required software implementation and data migration services, including three months of support after the City begins using the new software application.

The Department of Water and Power currently has a five-year, \$1,900,000 contract with UDC for GIS enhancement services. To date, \$345,830 has been expended on that contract.

COUNCIL POLICY CONSIDERATION:

The proposed contract with UDC, Inc. promotes the City Council's goal to improve, maintain and enhance public facilities and infrastructure by supporting efficient documentation and management of the City's fiber optic networks, which are critical resources supporting ongoing City and customer business operations.

ENVIRONMENTAL ANALYSIS:

The proposed contract with UDC, Inc. for fiber management software implementation and data migration services has 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:

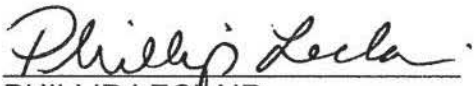
The total cost of this action will be \$191,325. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the accounts shown below. It is anticipated that \$25,000 of the cost will be spent during the current fiscal year. The remainder will be spent during the 2020 fiscal year.

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

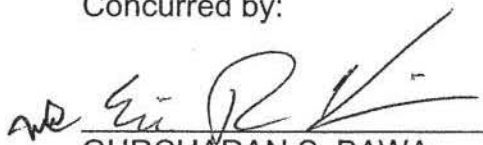
City Fiber Network Expansion – CIP 71212	\$63,775
Citywide Fiber Optic Communication System – CIP 3143	\$63,775
Traffic Engineering & Operations – Operating Budget Account	\$63,775
Total Sources	\$191,325


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

Respectfully submitted,


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Attachments: (2)

Attachment A – Proposal Scoring
Attachment B – TPA