



Legislation Text

File #: 2019-0084, **Version:** 1

To: Sonoma County Board of Supervisors

Department or Agency Name(s): General Services, Information Systems Department

Staff Name and Phone Number: Bruce Oveson: 707-565-3665, Jonathan Kajeckas: 707-565-2456

Vote Requirement: Majority

Supervisory District(s): All

Title:

Agreement for Data and Voice Cabling Services

Recommended Actions:

- A) Authorize the Director of the Information Systems Department and Director of General Services Department to execute a one (1) year Master Services Agreement with Consolidated Networks Corporation for as-needed data and voice cabling services in an amount not to exceed \$300,000 per contract year.
- B) Authorize the Director of Information Systems Department and Director of General Services Department to execute up to three extensions of the subject Agreement, for a period of one year each for an amount not to exceed \$300,000 per contract year, and otherwise on the same terms and conditions.

Executive Summary:

The Information Systems Department, in cooperation with General Services, provides data/voice cabling services at more than 35 remote county-owned and leased properties throughout the county and supports over 4,000 users by providing dependable voice and data transmission.

This Board Item requests approval of a multi-year Master Services Agreement for a licensed and certified data/voice cabling and repair service provider. All work under the Agreement will be on a Task Order basis based on future service needs. This Master Services Agreement is an efficient means of procuring service in a timely manner compared to single request solicitations. This Agreement is the result of a competitive Request for Proposals procurement process. Having the awarded vendor available for as-needed work will minimize the time and expense required to issue bids for individual projects on an ad hoc basis.

Discussion:

History:

Since 2009, the Information Systems Department has contracted with outside vendors for telephony system and data/voice cabling services. Existing contracts for those services are set to expire in February 2019. To procure such services going forward and to increase options as to specialist vendors, two Requests for Proposals were issued to enable the County to contract for telephony support separate from data/voice

cabling services.

Contractor Selection:

The Request for Proposal for data/voice cabling installation and repair services was issued on June 20, 2018 seeking a vendor to provide services including installations for new buildings, cable additions or modifications, building renovations and remodeling. The Information Systems Department received three proposals. One proposal was rejected due to an incomplete submittal package. Two proposals were from qualified vendors. Although the existing vendor received notification of the Request for Proposal they did not submit a bid. After a thorough evaluation of the qualified proposals, conducted by a review team comprised of staff from both the Information Systems Department and General Services Department, the panel recommended award to Consolidated Networks Corporation of Fairfield, California.

The evaluation criteria used by the review panel was as follows:

- Demonstrated ability to perform the services as described in the Request for Proposal
- Experience, qualifications and expertise
- Costs relative to scope of services
- A demonstrated history of providing similar services to comparable entities
- Willingness to accept the County's contract terms

The requested contract provides services including move, adds and changes for voice, data, fiber and video cabling as well as troubleshooting and emergency cable repair; structured cabling systems installations for new buildings, cable additions or modifications, building renovations and remodeling; removal and disposal of existing cabling and related infrastructure.

Terms and Conditions of Master Services Agreement:

All services will be initiated on a Task Order basis, based on an estimate from the vendor for each specific project sought by the County. No Task Order shall exceed \$50,000, and all Task Orders will incorporate the terms and conditions of the Master Services Agreement.

All work will be on an as-needed basis, as determined by the County. No Task Orders or minimal amount of work are guaranteed under this Agreement. The structure of this agreement allows for savings as compared to the previous agreement, which included a fixed monthly charge for onsite staff.

The total potential annual costs of \$300,000 for cabling services includes \$220,000 for field operations, which includes installations for new or existing buildings, cable additions or modifications and support of voice, data, and video traffic over fiber and copper cabling, \$50,000 for materials (such as patch panels and cables), and a

\$30,000 contingency for unanticipated needs or growth into new or existing facilities.

Prior Board Actions:

August 14, 2018: Item #32 - Board authorized the Information Systems Department Director to extend an existing professional services agreement with Dimension Data, Inc. for the daily operational support of the County's voice and data communications system.

March 1, 2016: Item #15 - Information System Department's report on status of the County's telecommunications system purchase and implementation project (informational only).

March 17, 2015: Item #16 - Board authorized the ISD Director to execute an agreement with Nexus IS for the daily operational support of the Cisco Unified Communications System for a two year period with the option to extend one year.

March 18, 2014: Item #12 - Board authorized ISD Director to execute an agreement with Nexus IS for the daily operational support of the new Cisco Unified Communications System (Voice over Internet Protocol) for a one year period.

December 8, 2009: Board authorized an agreement with Nexus IS for managed services of the NEC system for the period of May 1, 2010 to June 30, 2014 with two (2) one-year extensions.

FISCAL SUMMARY

Expenditures	FY 18-19 Adopted	FY19-20 Projected	FY 20-21 Projected
Budgeted Expenses	\$300,000	\$300,000	\$300,000
Additional Appropriation Requested			
Total Expenditures	\$300,000	\$300,000	\$300,000
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$300,000	\$300,000	\$300,000
Use of Fund Balance			
Contingencies			
Total Sources	\$300,000	\$300,000	\$300,000

Narrative Explanation of Fiscal Impacts:

There are no additional budgetary impacts for this new contract. The costs have been included in the Fiscal Year 2018-19 budget for the Information Systems Department and are included in baseline rates scheduled to be collected in Fiscal Year 2018-19.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A - I Step)	Additions (number)	Deletions (number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1: Master Services Agreement with Consolidated Networks Corporation

Attachment 2: Exhibit A - Scope of Work for Data/Voice Cabling Installation and Repair Services

Attachment 3: Exhibit B - Contractor Terms and Conditions for Data/Voice Cabling Installation and Repair Services

Attachment 4: Request for Proposals for Data/Voice Cabling Installation and Repair Services

Related Items "On File" with the Clerk of the Board:

None