DATE: May 14, 2024

TO: Peter Zanoni, City Manager

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Purchase of Library Hardware Replacement Equipment

CAPTION:

Motion authorizing execution of a five-year service agreement with Great South Texas Corp, dba Computer Solutions, to purchase Cisco wireless network hardware and five-year software licenses for $97,861.46 in support of the Corpus Christi Public Libraries' E-Rate Category 2 Program application, for which there is an eligible 85% E-Rate discounted purchase savings of $82,953.17, resulting in a final purchase amount of $14,908.29, with FY 2024 funding of $97,861.46 from the General Fund.

SUMMARY:

The Federal Communications Commission (FCC) E-Rate program makes telecommunications and information services more affordable for schools and libraries. E-Rate provides discounts for telecommunications, Internet access, and internal connections to eligible schools and libraries. This purchase agreement with Great South Texas Corp, dba Computer Solutions to upgrade network equipment benefits all six library locations.

BACKGROUND AND FINDINGS:

Since 2021, Corpus Christi Public Libraries (CCPL) has participated in the federally funded Category 1 E-rate discount program, which covers 90% of CCPLs internet service cost. CCPL is

now applying for the Category 2 E-rate discount program, which covers up to 85% of the cost of eligible network and wi-fi equipment. Applying for E-rate is a complex process; however, the Texas State Library and Archives Commission (TSLAC) is now paying for consultants to assist accredited public libraries through the process. The application is an annual process; to meet the procurement requirements for both the City and E-rate as well as E-rate deadlines, the Request for Proposals and the application process have been running concurrently.

Purchasing this equipment increases wireless coverage and allows for statistical reporting opportunities, such as reporting the wi-fi sessions on the Texas State Library and Archives Commission Annual Accreditation Report.

PROCUREMENT DETAIL:

Finance & Procurement conducted a competitive Request for Bids process to obtain bids for the purchase of library hardware replacement equipment. The City received eight bids, with two of the eight bids being non-responsive due to incomplete pricing form. Staff is recommending the award to the lowest, responsible, responsive bidder, Great South Texas Corp, dba Computer Solutions.

ALTERNATIVES:

The alternative is not to upgrade the wireless network equipment.

FISCAL IMPACT:

Fiscal impact for FY 2024 is $14,908.29 from the General Fund. Participating in the E-Rate program is a savings of $82,953.17.

FUNDING DETAIL:

Fund: 1020
Organization/Activity: 12800
Mission Element:
Project # **(CIP Only):**   **N/A**
Account: 520100

RECOMMENDATION:

Staff recommends approval of this motion authorizing the execution of the purchase library hardware equipment as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement