



AGENDA MEMORANDUM

Action Item for the City Council Meeting of October 30, 2018

DATE: October 30, 2018

TO: Keith Selman, Interim City Manager

FROM: Belinda Mercado, Director of Information Technology
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Cabling Services and Related Products

CAPTION:

Motion authorizing a one-year service agreement to provide cabling services and related products with Network Cabling Services, Inc., of Houston, Texas for a not to exceed amount of \$150,000, with two one-year options for a total potential not to exceed amount of \$450,000 through the State DIR cooperative.

PURPOSE:

The purpose of this agenda item is to execute an on call contract for cabling services for the Information Technologies Department.

BACKGROUND AND FINDINGS:

This contract is necessary for the City to complete the assessment of the Data Collection Units (DCUs) in order to solve the meter reading going into Infor for the utility billing. This contract will also be used by the Information Technology Department for field support of the fiber network and the public safety video cameras throughout the City.

The Purchasing Division is utilizing the State DIR contract for cabling services to expedite this need. This contract was procured by the State of Texas and therefore has met the purchasing requirements.

ALTERNATIVES:

No feasible alternatives are available.

OTHER CONSIDERATIONS:

No feasible considerations

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State Statutes regulating procurements.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Legal, Risk Management and Purchasing Division

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$443,605.34	\$300,000.00	\$743,605.34
Encumbered / Expended Amount	\$148,727.27	\$000,000.00	\$148,727.27
This item	\$150,000.00	\$300,000.00	\$450,000.00
BALANCE	\$144,878.07	\$000,000.00	\$144,878.07

Fund(s): Info Tech

Comments: The contract value total is a not to exceed \$150,000 which all will be funded in this year's budget and the following years in future year's budgets at \$150,000 each year for a total contract value not to exceed \$450,000.00.

RECOMMENDATION:

Staff recommends approval of the Motion.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement