



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting March 23, 2021

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**DATE:** March 23, 2021

**TO:** Peter Zaroni, City Manager

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<b>Internet Access Provider for Corpus Christi Public Libraries</b>
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**CAPTION:**

Motion authorizing a five-year service agreement with Grande Communications Network LLC for in an amount not to exceed \$159,000 for Internet access with a 90% E-Rate discount with the Corpus Christi Public Libraries, effective upon issuance of a notice to proceed with FY 2021 funding in an amount of \$3,180 available in the General Fund.

**SUMMARY:**

This five-year service agreement with Grande Communications Network, LLC is for the delivery of internet access that will increase the library's broadband capability from five Gbps to ten Gbps. The cost of providing internet service will be offset by the E-rate discount program which will pay 90% (\$143,100) of the overall Internet cost (\$159,000) over a five-year period.

**BACKGROUND AND FINDINGS:**

In today's environment, high speed internet access is essential. As such, the public has access to the internet through public computers and public Wi-Fi at each of the City's six library locations. To help offset the cost of paying for internet service, the Corpus Christi Public Libraries (CCPL) started participating in the federally funded E-rate discount program for a one-year term.

Through participation in the E-rate discount program, CCPL is eligible for a 90% discount on Internet costs,

which is a cost savings of \$143,100 for the proposed five-year service agreement. The E-rate application process takes place annually. Applying is a complex process and involves strict deadlines. To meet the procurement requirements and deadlines for both the City and E-rate, the Request for Proposals and the application process have been set to run concurrently. Approval of the proposed five-year service agreement will allow the City to meet the March 25 filing deadline. Ultimately, the approval and establishment of a five-year service agreement will make applying for E-rate a predictable and efficient process for the City.

#### **PROCUREMENT DETAIL:**

Contracts and Procurement conducted a competitive Request for Proposals process to obtain proposals from qualified firms to provide Internet access for the Corpus Christi Public Libraries. The evaluation committee included City staff from the Information Technology Department and the Library Department. The City received four proposals and evaluated them against the published criteria, to include pricing. The final scores were tabulated for each firm to determine the highest-ranking firm offering the best value to the City. Staff is recommending award to Grande Communications Network, LLC as the highest-ranking firm.

#### **ALTERNATIVES:**

The alternative is to re-bid and discontinue Internet service for the public until another option is available.

#### **FISCAL IMPACT:**

CCPL is eligible for a 90% discount through the E-rate discount program, which amounts to \$143,100. The cost to the Library over the life of the five-year service agreement will be \$15,900, which is 10% of the overall cost of the agreement. The fiscal impact for the Library Department for FY 2021 will not exceed \$3,180.

#### **FUNDING DETAIL:**

Fund:	1020
Organization/Activity:	12800
Mission Element:	114 Digital Services
Project # (CIP Only):	N/A
Account:	530200 Telephone
Amount:	\$3,180.00

#### **RECOMMENDATION:**

Staff recommends approval of this motion authorizing a five-year service agreement with Grande Communications Network LLC.

#### **LIST OF SUPPORTING DOCUMENTS:**

Service Order Agreement  
Master Services Agreement  
Evaluation Matrix