



## Board Report

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**File #:** 19-0483, **Version:** 2

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- a. Approve a non-standard Agreement between the County of Monterey, on behalf of Monterey County Free Libraries, and California Internet LP, dba GeoLinks, to provide high speed internet connections at the Big Sur Library and Parkfield Library, for the term of August 1, 2019 through July 31, 2024, in an amount not to exceed \$50,000.00.
- b. Authorize the Director of Monterey County Free Libraries, or his/her Designee, to sign the Service Agreement with GeoLinks and to sign purchase orders, pricing documents, and similar, in order to complete the project.
- c. Approve non-standard Agreement provisions as recommended by the Acting Director of Monterey County Free Libraries.

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

- a. Approve a non-standard Agreement between the County of Monterey, on behalf of Monterey County Free Libraries, and California Internet LP, dba GeoLinks, to provide high speed internet connections at the Big Sur Library and Parkfield Library, for the term of August 1, 2019 through July 31, 2024, in an amount not to exceed \$50,000.00.
- b. Authorize the Director of Monterey County Free Libraries, or his/her Designee, to sign the Service Agreement with GeoLinks and to sign purchase orders, pricing documents, and similar, in order to complete the project.
- c. Approve non-standard Agreement provisions as recommended by the Acting Director of Monterey County Free Libraries

**SUMMARY/DISCUSSION:**

E-rate application:

For the past twenty years, the Monterey County Free Libraries (MCFL) has successfully applied for and received category 1 federal E-Rate discounts on multiservice networking equipment and services purchases. This year, MCFL applied for category 1 E-rate discounts on equipment and services to establish internet connections and cabling. MCFL seeks to upgrade its existing internet access to meet the minimum connectivity standards recommended by the California State Library. Once e-rate funding is received, which is anticipated to begin on July 1, 2019, the federal E-rate program will pay for 90% of the cost of the internet services upgrade and the County's cost will be limited to 10% of the total amount.

Vendor Selection:

Under the terms of the E-Rate program, MCFL underwent an RFP bidding process in compliance with Federal E-Rate bidding process and the County's Contract and Purchasing requirements.

GeoLinks met all the RFP bidding requirements, including meeting Monterey County Information Technology Department (ITD) standards. GeoLinks agreed to payment of prevailing wages standards and to maintain documentation required for public works projects. Monterey County ITD reviewed and approved GeoLinks' bid as to services and effective integration into the County's technology plan.

Under the proposed five-year service agreement, GeoLinks will provide 100 mbps internet connections to two library locations: the Big Sur Library and the Parkfield Library. These connections will link the libraries to Monterey County ITD's Wide Area Network (WAN). The combined original cost for these services is \$15,800 a month, equal to an annual cost of \$189,600.00, which in turn is a 5-year cost of \$948,000.00. The five-year contract costs to the County will only be \$47,400 after applying the 90% eligible E-rate discounts, and the 50% California Teleconnect Fund Discounts. The proposed contract amount of \$50,000.00 includes an allowance for contingencies.

The proposed agreement with GeoLinks contains terms that are non-standard to the County but are common in the information technology industry. In order to improve services at the Big Sur and Parkfield Library at a substantial discount, the Acting Director of Libraries recommends that the Board approve the non-standard provisions.

**OTHER AGENCY INVOLVEMENT:**

ITD and Contracts and Purchasing participated during the RFP process for vendor selection. ITD approves of GeoLinks' project outline and integration of GeoLinks services into County technology.

County Counsel has reviewed the proposed Agreement and cannot approve the following nonstandard terms:

Requirement to pay 100% of remaining contract costs in the event of early termination; limitation on GeoLink's potential liability to County to one month of charges; GeoLink's disclaimer of warranty that description, pricing, and availability of its services is accurate; County responsibility for trips made necessary due to lack of site access; and GeoLinks' disclaimer of responsibility for damage done to the County network; non-standard termination provisions; and force majeure provisions.

**FINANCING:**

The County, through MCFL, will fund ten percent (10%) of the total cost of the project. It will cost \$9,480.00 annually, appropriation of which is included in the FY 19-20 Library Budget under Data Processing Services External (appropriation 6602). MCFL will continue to make appropriations to its technology budget, for the annual costs of this contract.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

The purpose of this contract is to upgrade public wireless internet connections at library branches, specifically rural library branches, that will allow and improve opportunities to provide information, inspiration, and enjoyment to the communities MCFL serves.

Check the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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Approved by: Chris Ricker, Acting Library Director, (831)883-7567

Attachments:

Agreement between Monterey County and GeoLinks

Exhibit A - Scope of Work

Exhibit B - Prevailing Wages