



Board Report

File #: A 17-434, Version: 1

- a. Approve and authorize the Director of the Information Technology Department (ITD) to execute a non-standard “Authorization To Order” under the State of California CALNET 3 Agreement for telecommunications services with Comcast Business Communications, LLC for a term beginning on November 15, 2017 and ending June 30, 2018; and
- b. Authorize the Director of ITD to sign up to two one-year extensions to the Agreement, subject to County Counsel review, under the same terms and conditions of the Agreement; and
- c. Approve and authorize the Contracts/Purchasing Officer to issue purchase orders for specific services authorized under the Agreement, as may be requested by ITD and other County Departments, for telecommunication services with the total of all purchase orders not to exceed \$500,000 per year.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director of the Information Technology Department (ITD) to execute a non-standard “Authorization To Order” under the State of California CALNET 3 Agreement for telecommunications services with Comcast Business Communications, LLC for a term beginning on November 15, 2017 and ending June 30, 2018; and
- b. Authorize the Director of ITD to sign up to two one-year extensions to the Agreement, subject to County Counsel review, under the same terms and conditions of the Agreement; and
- c. Approve and authorize the Contracts/Purchasing Officer to issue purchase orders for specific services authorized under the Agreement, as may be requested by ITD and other County Departments, for telecommunication services with the total of all purchase orders not to exceed \$500,000 per year.

SUMMARY:

Execution of an “Authorization to Order Under the State Agreement” under the current State of California CALNET 3 Agreement contract C3-B-15-03-TS-40 will allow the County utilize ethernet services and products provided by Comcast Business Communications, LLC at reduced prices.

DISCUSSION:

In January 2008, the Board authorized the Director of Information Technology Department (ITD) to execute an Authorization to Order under the prior CALNET 2 agreement for telecommunications services with AT&T through January 2014, permitting the County to benefit from reduced pricing for a comprehensive array of services. In September 2014, the Board again authorized the County’s participation in a revised CALNET 3 Agreement with various vendors, enabling the County to continue to benefit from volume pricing; it also authorized up to two extensions of one year each, with a maximum spending limit of \$1,500,000 per year.

Both the CALNET 2 and CALNET 3 agreements are the result of an extensive competitive bidding process conducted by the State of California; the major telecommunications providers participate and agree to provide a variety of services at a discount and on favorable contract terms. The CALNET 3 agreement continues to provide local jurisdictions such as the County with the option to join and thereby receive the benefit of low cost services.

In 2017, Comcast Business Communications LLC and the State of California entered into CALNET3 Statewide Contract C3-B-15-03-TS-40 for the following services and terms. The State may, at its sole option, elect to extend the Contract term for up to the number of additional periods of one (1) year as indicated below:

| <u>Category</u> | <u>Contract Award</u> | <u>Contract End</u> | <u>1 year Opt. Ext.</u> |
|--|-----------------------|---------------------|-------------------------|
| 3 Metropolitan Area Network (MAN) Ethernet | April 12, 2017 | June 30, 2018 | 2 |
| 5 Managed Internet Services | April 12, 2017 | June 30, 2018 | 2 |

The Board's authorization to execute the recommended "Authorization to Order (ATO) Under State Agreement" for Comcast's telecommunication services will permit the County to benefit from volume pricing on the ethernet services negotiated by the State of California in the CALNET 3 Agreement. Ethernet is the term used for the cables and wired connections that connect the County's servers, computers, routers and switches, enabling the County's local area network to operate efficiently and at high speeds.

Independent of any action by the State, the County may cancel the ATO for specific service(s) or in total, prior to termination or expiration of CALNET 3 Agreement, by providing the Contractor with thirty (30) calendar days of written notice of cancellation. Ordering services under this Agreement will allow the County to preserve resources and promote optimization of available funding. It is recommended that the Board approve and authorize the use of this telecommunications procurement vehicle. The Agreement and the incorporated documents are attachments to this Report and are on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed the CALNET 3 agreement and associated documents and the Authorization to Order form. Although non-standard, the contract terms are relatively protective of the State of California and therefore, by extension, would be protective of County interests.

FINANCING:

The Information Technology Department's FY 2017-18 adopted budget includes appropriations for this Agreement (Budget Unit 8436, Appropriations Unit INF002). Appropriations in future fiscal years for this Agreement will be included in each respective ITD recommended budget. Should funding be reduced and/or terminated, the County may terminate this agreement by giving thirty (30) days written notice of such action to Vendor.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

The execution of the proposed Authorization to Order furthers the efficient administration of County business by enabling the purchase of services and products that are necessary for the operation of the County's network, at a significant discount. The execution of the proposed Authorization to Order furthers the update and maintenance of the County's technological infrastructure.

Board of Supervisors Strategic Initiatives:

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

Prepared by: Sandra Shaffer, Management Analyst III, 759-6957

Approved by:

Date: _____

Eric Chatham, Director of Information Technology, 759-6920

Attachments:

CALNET 3 Agreement: Cover Page

CALNET 3 Agreement: General Provisions---Telecommunications, 9/24/2012

CALNET 3 Agreement: Statement of Work, Appendix C, Special Terms and Conditions for
Categories 3 and 5

CALNET 3 Agreement: Amendment No. 1, Category 3, July 21, 2017

CALNET 3 Agreement: Amendment No. 1, Category 5, July 21, 2017

CALNET 3, Authorization To Order Form for Comcast Business Communications LLC ethernet and internet
services