

ACTION FORM BRYAN CITY COUNCIL

DATE OF COUNCIL MEETING: 9/22/2015		DATE SUBMITTED: 8/31/2015	
DEPARTMENT OF ORIGIN: Information Technology		SUBMITTED BY: Bernie Acre	
MEETING TYPE:	CLASSIFICATION:	ORDINANCE:	STRATEGIC INITIATIVE:
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input checked="" type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input checked="" type="checkbox"/> INFRASTRUCTURE
			<input type="checkbox"/> QUALITY OF LIFE
<p>AGENDA ITEM DESCRIPTION: Consider approval of contract agreement with Verizon Southwest for procurement of services relating to Integrated Services Digital Network, Primary Rate Interface (ISDN PRI), and landline based phone lines (plain old telephone system(POTS)) with a total estimated annual expenditure of \$66,820. Contingent upon City Council approval, contract terms will commence with the first day of FY16 and will continue through the end of FY16. The contract has an annual renewal option for FY17.</p>			
<p>SUMMARY STATEMENT: The Information Technology Department is requesting City Council approval to participate in the following cooperative contracts for ISDN PRI servicing and POTS telephony services (voice and fax use): Texas Department of Information Resources (DIR) contract #DIR-TEX-AN NG CTSA-010 and General Services Administration (GSA) contract #GS-35F-0146L. The estimated annual expenditure is \$66,820 (before regulatory & other fees).</p> <p>Each product and service available through the above mentioned contracts have been competitively bid and awarded based on Texas statues applicable to competitive bids.</p> <p>Previous 5-year history (including all regulatory and other fees) is as follows:</p> <p style="margin-left: 40px;">FY15 – \$83,328.00 FY14 – \$81,216.00 FY13 – \$78,945.60 FY12 – \$75,777.60 FY11 – \$75,777.60</p> <p>All monetary calculations are based on current infrastructure requirements with no additions or terminations of any lines of service. Lines added or canceled will change these numbers accordingly.</p> <p>The Department of Information Resources (DIR) was created by the State of Texas to ensure the effective and efficient use of public funds for information technology services and equipment through the application of statewide services and technologies with emphasis on cooperative purchasing projects. The Interlocal Cooperation Act, Texas Government Code, Chapter 791, authorizes local governments to directly contract with DIR enabling participating entities to take advantage of the purchasing power of the State of Texas. Procuring information technology products and services through DIR contracts saves the City time and money as all products offered have been subjected to a competitive bid process with vendors offering substantial discounts to all participating entities based on the State’s anticipated volume of purchases.</p>			

STAFF ANALYSIS AND RECOMMENDATION: The Information Technology Department respectfully requests City Council approval to pursue this contract with Verizon Southwest through DIR and GSA contracts indicated above. The total estimated FY16 expenditure is \$66,820. The ISDN PRI and POTS landlines are necessary for employee daily operations, facility safety and security, and public access to a variety of facilities.

Currently, the City of Bryan is using a month-to-month billing and service model with Verizon Southwest. This results in higher costs for service than the contract model presented here. This month-to-month further makes the infrastructure harder to maintain as it makes periodic reviews of infrastructure requirements more difficult. A contracted model requires that all assets and requirements be reviewed in a systematic method at regular annual intervals.

OPTIONS (In Suggested Order of Staff Preference):

1. Approve the contract agreement.
2. Do not approve the contract agreement and continue the month-to-month billing model.

ATTACHMENTS: (one PDF document)

1. Verizon Business Line Contract
2. Verizon DIR & GSA Contracts and Supporting Documents
3. Verizon PRI Contract

FUNDING SOURCE: Various City Department Funds (General Fund and Enterprise Fund), Budgeted for FY16

APPROVALS: Bernie Acre – 08/31/2015; Hugh R. Walker, 09/04/2015

APPROVED FOR SUBMITTAL: Kean Register, 9/1/2015

APPROVED FOR SUBMITTAL: Janis K. Hampton, 9/1/2015