



Board Agenda Item 38

DATE: July 9, 2024

TO: Board of Supervisors

SUBMITTED BY: Edward Hill, Chief Operating Officer/ Interim Director of Internal Services/Chief Information Office

SUBJECT: Master Agreement for External Low Voltage Cabling Services

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute a Master Agreement with multiple vendors to provide external low voltage cabling services, effective July 9, 2024, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total compensation not to exceed \$8,500,000.

There is no additional Net County Cost associated with the recommended action, which will allow the Internal Services Department - Information Technology Division (ISD-IT) to execute a Master Agreement with two vendors, Contra Costa Electric, Inc. (Contra Costa) and Nobico, Inc. dba Integrated Electronics (Nobico), to provide external low voltage cabling, engineering, permitting, boring, installation, and testing services to County owned and leased buildings. This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the Internal Services Department (Department) would not have an efficient method to procure external low voltage cabling services, and the County's Purchasing Division would be required to process formal Request for Quotations (RFQ) for all future external low voltage cabling needs. Alternatively, your Board may direct the Department to reject all bids and reissue the competitive bid.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Costs associated with the recommended agreement will not exceed \$8,500,000 for the total possible five-year term and are covered through charges to user departments and anticipated American Rescue Plan Act funding. Sufficient appropriations and estimated revenues are included in the ISD-IT Org 8905 FY 2024-25 Recommended Budget. Funding for future years will be included in future Recommended Budget requests.

DISCUSSION:

The Department coordinates the low-voltage cabling for all County departments, as an essential part of the integrated data and phone network design. Due to the continued expansion and relocation of County departments, the Department anticipates an increased critical need for external low voltage cable installation and repair.

Due to the uniformly high cost of bringing new fiber optic cable to a structure, it was determined that a

master agreement would best fit the County's external low voltage wiring needs. The County issued RFQ No. 24-054 on March 22, 2024, for external low voltage wiring to provide repairs to existing cable plants, installation of new data drops to existing cable plants, the installation or expansion of cable plants at existing and newly acquired County locations, engineering, permitting, boring, and repair services. Two (2) complete bids were received, which included annual quotations for labor costs associated with completing cabling projects. The tentative award notice to Contra Costa and Nobico was posted to Public Purchase on April 19, 2024. As the need for external cabling services arises, a bid will be sent to both vendors. Each future external low voltage wiring job will be awarded to the vendor with the lowest price and ability to satisfactorily complete the job within the time specified. Both of the submitting vendors have been included in the corresponding master agreement.

The recommended multivendor external low voltage wiring Master Agreement and associated bid procedure will provide a competitive bidding process for the vendors on the recommended Master Agreement, improving cost and efficiency by utilizing qualified vendors who can comply with the technical standards and physical requirements of County buildings and infrastructure. All requests for quotes and vendor responses are documented and tracked for periodic reporting and review by the Purchasing Division, ensuring consistent execution of the external low voltage cabling process.

The recommended Master Agreement will have a three-year base term, with two optional one-year extensions. The maximum compensation for the initial term will be \$6,500,000. Should the first optional one-year extension be executed, \$1,000,000 will be added to the maximum compensation. Should the second and final optional one-year extension be executed, an additional \$1,000,000 will be added to the maximum compensation. The maximum compensation shall not exceed \$8,500,000 for the total possible five-year term.

Approval of the recommended action executes the recommended Master Agreement with Contra Costa and Nobico for external low voltage cabling, engineering, permitting, boring, installation, and testing services to County owned and leased buildings.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - External Low Voltage Cabling Agreement

CAO ANALYST:

Ahla Yang