



TO: Board of Contracts and Awards
FROM: Jack Kelanic, Director of Information Technology
FROM: Linda D. Trehuba, IT Supervisor, Information Technology Department
FROM: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and Joe Parris, Finance/Purchasing
COPY: Joe Parris, Finance/Purchasing
SUBJECT: Telecommunications Carrier Services
 Request for Proposals Specification No. IT17-0315F – November 7, 2017
DATE: October 24, 2017

SUMMARY:

The Information Technology Department recommends a contract be awarded to CenturyLink, Seattle, WA, in the amount of \$397,920, for Telecommunications Carrier Services for an initial two-year contract term, plus the option for three additional one-year renewal terms, for a cumulative total of \$994,800, plus applicable sales tax, fees and surcharges.

STRATEGIC POLICY PRIORITY:

- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

This contract assures the Information Technology Department continues to manage and oversee local dial tone and long distance services from the public network to the General Government voice communication network to ensure critical City business operations and communications with the citizens of Tacoma are commercially supported.

BACKGROUND:

ISSUE: The Information Technology Department manages and oversees local dial tone and long distance services from the public network to the main telephone systems located at the Tacoma Municipal Building, Tacoma Police Department Headquarters, Tacoma Fire Department Emergency Operations Center, the Greater Tacoma Convention and Trade Center, and Metro Parks Tacoma. These services are extended to City and non-City customers supported off the General Government voice communications network. Current local dial tone and long distance services are provided by CenturyLink as a result of Request for Proposals Specification No. IT11-0762F and Telecommunications Carrier Services Agreement, effective December 4, 2012, between the City of Tacoma and CenturyLink. The term of this contract expires on December 3, 2017 with no additional renewals available.

ALTERNATIVES: Forgoing local dial tone and long distance services would pose considerable risk to City business operations and communications with the citizens of Tacoma and therefore is not recommended.

COMPETITIVE SOLICITATION: Request for Proposal Specification No. IT17-0315F was opened September 19, 2017. Five companies were invited to bid in addition to normal advertising of the project. One submittal was received.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank or Score</u>
CenturyLink	Seattle, Washington	98



CONTRACT HISTORY: New contract.

SUSTAINABILITY: To become a more sustainable organization, CenturyLink is committed to providing services in a sustainable manner and takes measures to minimize the impacts to the environment in the delivery of services. CenturyLink has adopted the following objectives to inform and drive environmental sustainability efforts:

- Consider sustainability in the context of customer and shareholder value
- Strive to build and operate efficient networks and data centers
- Pursue sustainability initiatives that reduce energy, waste and materials consumption
- Engage employees and suppliers in sustainability efforts
- Meet applicable sustainability legal requirements, and establishes sustainability metrics to measure the results of efforts

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Information Technology Department recommends a contract be awarded to CenturyLink, Seattle, WA, in the amount of \$397,920, for Telecommunications Carrier Services for an initial two-year contract term, plus the option for three additional one-year renewal terms, for a cumulative total of \$994,800, plus applicable sales tax, fees and surcharges.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Communications Systems Fund 5800	597000	5210025	\$397,920
TOTAL			\$397,920

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Communications Systems Fund 5800	597000	5210025	\$397,920
TOTAL			\$397,920

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$215,540 is included in the 2017-2018 Biennial Budget. Future bienniums will be budgeted accordingly.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

FINANCE PURCHASING
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