

Purchase Request #5
Regular Board Meeting September 24, 2019
Consideration of Approval of Additional Funds for
Fiber Optic WAN Maintenance and Support Services

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approve the expenditure of additional funds for the purchase of fiber optic wide area network (WAN) maintenance and service from Capco Communications for the District.

BACKGROUND

A private fiber network helps to reduce operational costs while providing a higher level of redundancy and service to all District campuses and centers. Capco Communications originally installed the District's WAN in 2001 and has serviced and maintained it since that time.

A request for proposal (RFP) Number 3975 was issued to procure a fiber optic WAN maintenance and service agreement. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

IMPACT OF THIS ACTION

In addition to providing preventative fiber optic WAN maintenance and service, the awarded contract provides for replacement or relocation of the equipment, splicing and testing broken or damaged equipment, and repairs. Capco Communications provided the initial installation of the WAN in 2001 and has provided outstanding service and maintenance of the WAN since.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board approved the original contract in August 2016 for a total amount of \$327,500 for a five (5) year period. This purchasing request is for spend authorization for an additional \$200,000, which is budgeted in the Technology Services Department's FY 20 operating budget and subsequent year's budgets subject to Board approval. FY 18 annual spend amount was \$144,564 due to higher than anticipated non-District related incidents. FY 19 annual spend was \$62,880.

MONITORING AND REPORTING TIMELINE

The term of contract is September 1, 2016 through August 31, 2021.

RESOURCE PERSONNEL

Mike Dickson

Chief Innovation Officer

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