

Meeting Date
May 17, 2016



AGENDA	
Section	Consent
Item No.	II C. 6

**AGENDA REPORT**  
*BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS*

<b>SUBJECT:</b>	Authorization to Noncompetitively Award Telecommunications Maintenance Contract Fiscal Impact: Reduction in Operating Expenses of \$140,352
<b>DEPT/OFFICE:</b>	Information Technology

**Requested Action:**  
 It is requested that the Board of County Commissioners authorize the non-competitive award of Telephone Maintenance to AT&T in the amount of \$129,648.28.

**Summary Explanation & Background:**

On November 17, 2009, the Board of County Commissioners approved the purchase of a telecommunications services contract with AT&T for 3 years with 2 optional 1 year extensions. The service contract provided for maintenance, repair, and repair parts for the County telephone systems by means of three dedicated technicians. The annual price for this service was \$336,575.63.

At the November 5, 2013 Board Meeting, the Board of County Commissioners authorized the advertisement of Request for Proposals, P-4-14-04, for similar services with a reduction from three dedicated technicians to two dedicated technicians. The RFP was awarded to AT&T at a value of \$270,000.00 annually.

The current contract for these services expires on June 30, 2016. RFPs for Voice-Over-Internet-Protocol (VoIP) systems are currently being evaluated by a County selection committee and an award is expected soon. This VoIP system will replace our current telephone system and these contracted services will no longer be necessary when completely replaced.

Telephone maintenance services will continue to be necessary during the VoIP migration. The maintenance services required will decrease gradually as equipment is decommissioned and the decommissioned equipment can be used for spares for remaining active equipment during the VoIP migration.

As the County now enters this migration period from legacy telephone equipment to VoIP equipment, BoCC IT proposes that number of dedicated technicians for this service be reduced from two to one. BoCC IT also proposes that the repair parts and lightning warranty previously provided by these contracted services be deleted due to the spare parts availability from decommissioned equipment.

(continued next page)

**Clerk to the Board instruction:**

**Exhibits Attached:** AT&T Contract Proposal

<b>Contract /Agreement (If attached):</b>		<b>Reviewed by County Attorney</b>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR <input type="checkbox"/>
County Manager	Assistant County Manager		Department Director / Extension		Frank Abbate, Interim Director, Information Technology Department / x52002		
Stockton Whitten	Frank Abbate						

SUBJECT:

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Authorization to Noncompetitively Award Telecommunications Maintenance Contract  
Fiscal Impact: Reduction in Operating Expenses of \$140,352

Current annual pricing for telephone maintenance is as follows:

- Two Dedicated Technicians - \$174,139.79
- Two Dedicated Vehicles - \$8,338.20
- Repair Parts Replacement - \$80,064.97
- Lightning Coverage - \$7,457.04
  - Total - \$270,000.000

Proposed annual pricing for telephone maintenance is as follows:

- One Dedicated Technician and One Dedicated Vehicle - \$129,648.28.

The current AT&T technicians have been maintaining the County's telephone equipment for over 16 years. During the VoIP migration, this historical knowledge is critical. These services have been competitively advertised since the installation of our telephone system and AT&T has repeatedly been the awarded vendor.

AT&T has supplied a contract proposal valued at \$129,648.28, which is a reduction of \$140,352. AT&T has also provided a 60-day termination agreement in order to coordinate with the VoIP migration schedule.

BoCC IT requests that the Board of County Commissioners approve the proposed contract from AT&T in order to retain telephone maintenance, reduce operating expenses, and ease the VoIP communication migration.

**Fiscal Impact: Reduction in Operating Expenses of \$140,352.**

**Contact:** Frank Abbate, Interim Director, Information Technology Department

**Phone:** 633-2002



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001  
Fax: (321) 264-6972  
Tammy.Rowe@brevardclerk.us

May 18, 2016

MEMORANDUM

TO: Frank Abbate, Interim Information Technology Director

RE: Item II.C.6., Authorization for Noncompetitively Award Telecommunications Maintenance Contract

The Board of County Commissioners, in regular session on May 17, 2016, authorized the non-competitive award of Telephone Maintenance to AT&T in the amount of \$129,648.28. Enclosed is the Contract for your execution.

**Upon execution by all parties, please forward a fully-executed copy to this office for inclusion in the official minutes.**

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/cm

cc: Contracts Administration  
Finance  
Budget



STATEMENT OF WORK

Sub-Rider D7 Statement of Work
AT&T Equipment Resale and Related Services Pricing Schedule

MA Reference No.: 110834UA
Pricing Schedule No. 20140627-8709
CPR: 16332807

Table with 3 columns: CUSTOMER Legal Name ("Customer"), AT&T Corp. ("AT&T"), and AT&T Branch Sales Contact Name. It contains contact information for Board of County Commissioners, Brevard County, FL, and AT&T contact details for Mary L Miller.

This Statement of Work ("SOW") constitutes a Quote until executed by Customer, at which time it will be considered an Order. The Quote expires sixty (90) days after the Date of Submission.

AT&T Global Services is an affiliate of AT&T Corp and is authorized to execute this SOW.

AGREED:

CUSTOMER:

By:

Handwritten signature of Curt Smith

(Authorized Agent or Representative)

(Typed or Printed Name)

Curt Smith

(Title)

Vice Chairman

(Date)

7/1/16

AGREED:

AT&T Global Services

By:

Handwritten signature of Patrick Gleason

(Authorized Agent or Representative)

(Typed or Printed Name)

(Title)

PATRICK GLEASON
ASSOC DIR CUSTOMER CONTRACTS

(Date)

7/12/16

**Sub-Rider D7 – Statement of Work**

**Installation Site Address:** 2725 Judge Fran Jamison Way, Viera, FL

**Date of Submission:** 04/26/16

**Purchase Order Number:** 4500087518

**SELECTION OF EQUIPMENT SERVICE PLAN:**

AT&T Voice Maintenance Solutions: Dedicated Technician & Truck

Initial Term: 12 Months From: 7/1/16 To: 6/30/17 Total Price: \$129,648.28

Service Plan Payment Terms (default is annual):  **Monthly**

**TERMINATION PRICING ADJUSTMENTS:** Customer can terminate this maintenance contract with 60 day written notice to AT&T and incur no early termination fees.

**PASS Basic Entitlement:**

Partner Assurance Support Services (PASS Basic) has been included for all applicable locations for the manufacturer to provide corrective software content to AT&T, such as software patches and updates to correct known software issues or defects on behalf of the Customer.

**Equipment Excluded from Maintenance Agreement:**

All parts replacement is excluded from contract and will be billable.

**Special Terms:**

- AT&T will provide Dedicated Technician(s), as stated in the above referenced Order, to work on the Customer's site(s). AT&T and Customer agree that the duties of the on-site Technician(s) shall be primarily to provide the system Maintenance and secondarily, with time permitting, to provide incidental labor for moves, adds and changes.
- Dedicated Technician(s) will be on Customer site(s) (8) hours per day, five (5) days a week fifty (50) weeks per year, during the hours of 8:00 A.M. and 5:00 PM, Monday through Friday excluding holidays observed by AT&T.
- AT&T will insure Technician has 5 years' experience with the Customer's data network, trained and qualified to make repairs to Avaya and Cisco systems and Cisco CCNA qualified.
- Work outside of the normal schedule hours will be performed by AT&T and billed to Customer at AT&T then current rates for labor and materials.
- The Customer shall not employ, or attempt to employ, any of AT&T's current or former employees with whom Customer has direct contact in connection with the performance of this Order. Customer shall comply with these conditions through the term of this Order or any renewal thereof and for 12 months thereafter.



BOARD OF COUNTY COMMISSIONERS

**Information Technology Department**

2725 Judge Fran Jamieson Way  
Building C, Room 203  
Viera, Florida 32940

**Inter-Office Memo**

TO: Deborah Thomas, Administrative Assistant, Clerk to the Board

FROM: Alice Colon, Admin Secretary, I.T. Dept , x52889 *AC*

DATE: July 28, 2016

RE: Board Action May 17, 2016, Item II.C.6.  
AT&T Telecommunication Maintenance Contract

Attached is a contract (original) signed by the Board's Chairman and AT&T for your records.

Thank you.

RECEIVED  
AUG 01 2016  
Board of County Commissioners

/ac

Attachments