



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2012-0238

TO: Mayor and City Council Members
FROM: Bob Grace, Director of Management Information Systems
DATE: June 15, 2012
SUBJECT: Wide Area Network and Internet Services

REQUEST:

City Council is requested to authorize a three-year contract for wide area network (WAN) and Internet services to Comcast Business Communications, LLC, Philadelphia, Pennsylvania, in the not-to-exceed blanket purchase order amount of \$63,000.00.

REASON FOR PURCHASE:

Request for Proposals were solicited with proposals received and evaluated. Negotiations were pursued and Comcast Business Communications, LLC was selected as the best value providing the lowest cost for services. The new contract will result in a savings of more than \$16,000 for similar services over the next three years. The amount of \$63,000.00 includes a federal Universal Service Fund Fee of up to 25%; however, it is currently calculated at 17.4%. This fund is managed by the FCC and is subject to change quarterly.

The City uses wide area network service at City Hall and the DPS Garage Facility and Internet services at most City facilities.

PROCESS:

Vendor Name and Address:

Comcast Business Communications, LLC
1701 JFK Boulevard, Philadelphia, PA 19103

Reason for Selection:

Lowest price, best value for the city.

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
MIS	636.807000	Contractual Services	\$35,000 per year	\$21,000 per year	\$14,000

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a three-year contract for wide area network (WAN) and Internet services to Comcast Business Communications, LLC, Philadelphia, Pennsylvania, in the blanket purchase order amount not-to-exceed \$63,000.00.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
MIS Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
City Council Liaison		