



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
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Legislative File No: 2015-0244

TO: Mayor and City Council Members
FROM: Bob Grace, Director of Management Information Systems
DATE: June 10, 2015
SUBJECT: Wide Area Network and Internet Services

REQUEST:

City Council is requested to authorize a two-year contract extension 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 \$52,000.00.

REASON FOR PURCHASE:

Request for Proposals (RFP) were solicited in 2012 with proposals received and evaluated by a committee consisting of Purchasing and MIS staff. Comcast Business Communications, LLC was selected as the best value providing the lowest cost for services. The RFP/contract called for a three year contract term, with an option to renew for an additional two (2) years with all terms, conditions and pricing remaining the same. Comcast Business Communications, LLC has confirmed that all terms, conditions, and pricing for the two year option will remain the same. It is recommended the City exercise the two (2) year renewal option for Wide Area Network and Internet Services to Comcast Business Communications, LLC.

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; satisfaction with existing services.

Method of Purchase:

Contract/Blanket Purchase Order

BUDGET:

Funding is included in the 2015 Adopted Budget and 2016 Projected Budget.

Fund Name	Department Account No	Account No. Description	2015-2016 Budget	2015-2016 Cost	2015-2016 Remaining Budget
MIS	636.807000	Contractual Services	\$52,000	\$52,000	\$0.00

RECOMMENDATION:

It is recommended that the Rochester Hills City Council authorize a two-year contract extension for wide area network (WAN) and Internet services to Comcast Business Communications, LLC, Philadelphia, Pennsylvania, in the blanket purchase order amount not-to-exceed \$52,000.00 and authorizes the Mayor to execute a contract on behalf of the City.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Budget Content: Finance Director		
Purchasing Process: Supervisor of Procurement		
Mayor		
Deputy Clerk		