



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: George Barber, Chief Procurement Officer; Brian Robinson, IT Director

DATE: November 21, 2024

RE: Miscellaneous: Standardization of internet connectivity service provider – Information Technology Department (provider name exempt - \$146,380).

SUMMARY:

The Procurement Manual and Ordinance defines standardization as the adoption of a single product, brand, or group of products to be used by the City for efficiency of operations; standardization of a product with an expenditure over \$100,000 requires Council approval. Pursuant to Section 5(e) of the Procurement Manual, standardization can be achieved through an alternative vetting process, where the City collects data of products available in the marketplace and subject matter experts review and make a recommendation.

Information related to the security network infrastructure is exempt pursuant to Florida Statutes section 119.0713(5)(a)(1) and 119.071(d)(1)(f); therefore, details on the provider and locations of the internet connectivity sites will not be fully provided. However, Staff can disclose that there are 36 locations throughout the City.

The procurement and citywide advantages for standardizing to the proposed provider are extensive, it includes but not limited to the following:

- **Enhanced Network Reliability and Stability:** Standardizing with (Provider) ensures a stable and consistent internet connection across all City departments, minimizing disruptions caused by varied service providers. A single network infrastructure reduces points of failure, leading to fewer connectivity issues and service interruptions, which can severely impact essential city functions.
- **Streamlined IT Support and Maintenance:** A single provider facilitates easier network management, troubleshooting, and maintenance across all departments. The IT department can streamline connectivity maintenance procedures by working with one service provider rather than managing multiple technical support contacts.

- **Cost Savings Through Negotiated Rates:** Standardizing to one provider typically allows for better-negotiated rates due to the larger volume of services being used, resulting in potential savings for the City. The City may negotiate better rates or service-level agreements (SLAs) with (Provider) potentially leading to long-term cost savings compared to multiple contracts with varying terms.
- **Uniform Bandwidth and Speed Across Locations:** (Provider) can ensure that all departments receive consistent levels of bandwidth, avoiding disparities in service quality that might arise with multiple providers.

The standardization will include the following services:

- Annual maintenance for internet connectivity locations
- Monthly internet connectivity service fees
- Installation services to include expansion of new internet connectivity locations

REQUESTING DEPARTMENTS:

Procurement
IT

FISCAL IMPACT:

Funding is available (\$146,380) in telephone service accounts for FY25.

STAFF RECOMMENDATION:

Motion to approve the award of a standardization contract to (Name exempt pursuant to F.S.) for internet connectivity and related services.