



STAFF REPORT

SAUSALITO CITY COUNCIL

AGENDA TITLE: Rewiring City Hall for improved data throughput and Voice over IP capacity.

RECOMMENDED MOTION: Approve the rewiring of all data cabling throughout City Hall to support current data requirements and future improvements such as a Voice over IP phone system. This item is budgeted.

SUMMARY

Staff is proposing to have City Hall professionally rewired with Category 6 data network cable to more than double the network capacity, adequately support current needs and future projects such as a Voice over IP based phone system.

This item is budgeted.

BACKGROUND

City Hall currently has less than half the number of network jacks than staff needs just to maintain the current level of service. As a temporary, low cost way to provide service, staff has made up the difference with consumer-grade desktop switches. These provide less than adequate speed or reliability and, in any case, cannot support a Voice over IP based phone system, which is planned for Spring 2010.

ISSUES

Some of this work will need to be scheduled for after business hours to prevent interruption in staff services.

Item #: 482
Meeting Date: 3-2-10
Page #: 1

FISCAL IMPACT FUNDS EMCUMBRANCE

The following steps have been completed before submitting this request to the Council in order to ensure that the item is budgeted and that the funds have been properly encumbered for this expenditure.

- Funds have been identified in 100-130-7000-763
- Written quotes or formal bids have been obtained from the following vendors or service providers listed below: W. Bradley Electric, Inc., Stephenson-Richman Electrical and American Telesource, Inc.
- Based on the bids or price quotes received, this expenditure has been reviewed by the Finance Director and the City Manager.
- A Purchase Requisition has been created in the City's Springbrook finance system, and a copy is attached to this report.
- All bid pricing and other supporting documentation and the committed Purchase Requisition has been submitted to the appropriate Finance staff member for review.
- The Finance Director's signature has been obtained on the Purchase Requisition as reviewed by Finance staff.
- An insurance certificate is required / is not required for this expenditure. If a certificate is required, it is attached to this report.

STAFF RECOMMENDATIONS

Staff is proposing to have City Hall professionally rewired with Category 6 data network cable to more than double the network capacity, adequately support current needs and future projects such as a Voice over IP based phone system.

This item is budgeted.

ATTACHMENTS

1. A Purchase Requisition will be attached to this report when it is submitted to the City Council
2. Quotes from American Telesource, Inc., W. Bradley Electric and Stephenson-Richman Electrical.

Item #: 482
Meeting Date: _____
Page #: 2

PREPARED BY:

REVIEWED & SUBMITTED BY:

Rhett Redelings-MacDermott, Technology Manager

Adam Politzer,

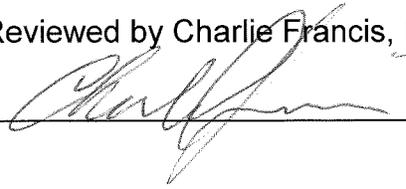


Employee Name & Title



Name, City Manager

Reviewed by Charlie Francis, Finance Director



Item #: 4B2
Meeting Date: _____
Page #: 3

ATI

1350 Ocean Ave
Emeryville, CA 94608
Main: 510-428-1111
Toll Free: 800-333-8394
Fax: 510-428-2460
www.ati-cti.com



Date November 10, 2009

ATTN: **Rhett Redelings**
City of Sausalito
420 Litho St
Sausalito, Ca 94965
Re: **Sausalito City Hall**

MATERIALS:	\$8,426.58
TAX:	\$735.71
LABOR:	\$13,500.00
TOTAL:	\$22,662.29

Provide and Install Cat 6 cable to 131 locations
Provide and Install 5 multimedia patch panels
Terminate on SMB (surface mount boxes) at workstations
Terminate on Multimedia PP at IDF's
Provide and install up to 120 feet of Panduit and fittings
Provide and install 50u Laser Optimized fiber from 3.1(Server Room) to new IDF in Council Chamber
Provide and install 1 ea Fiber LIU in Server and council chamber
Label, test, and provide PDF file of certified test results

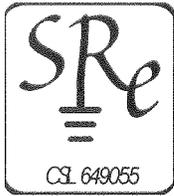
TERMS

Price and Payment- All of the work to be completed in a substantial and work manlike manner according to standard practices for the sum of: **\$ 23,562.29**

This proposal valid if accepted within 30 days commencing

11/10/2009

4B2
5



Stephenson-Richman Electrical
 225 Escallonia Drive Novato, CA. 94945-1812
 ☎ 415-892-7799 📠 415-892-9695
 e-mail: info@voltsvoicedata.com

Proposal

City of Sausalito 420 Litho Street Sausalito, Ca 94965 <i>Job Location: City Hall</i>	23 February, 20102010 Phone Number: 415.289.4100 Job Number: 1471 <i>Start Date:</i>
--	---

Work to be Performed:

Stephenson-Richman Electrical will provide the labor and materials for the following:

1. Installation of data cable, work area outlets, patch panels in both IT server room and conference room off council chambers, 2 fiber patch panels and fiber uplink. Label and certify all to CAT5e or CAT6 standard. All cables to be plenum rated.

Option 1: CAT6 – install 12 Work Area Outlet(WOA) with 4 data jacks in finance-admin, 1 WOA for printer outside City Manager’s office with 2 data jacks, CDD 17 WOA with 4 data jacks, 2 WOA with 6 data jacks, Library 3 WOA with 6 data jacks, 7 WOA with 4 data jacks, 2 WOA with 2 data jacks, Council Chamber-office-conference room, 1 WOA with 6 data jacks, 4 WOA with 4 data jacks, Rec Office 4 WOA with 4 data jacks, Rec director office 2 WOA with 4 data jacks, Edgewater room 2 WOA with 6 data jacks , 1 WOA with 4 data jacks, Technology Manager office 2 WOA with 4 data jacks, Historical-friends area 3 WOA with 2 data jacks. 6 strand multimode fiber installed from IT server room to council chamber conference room, small wall mount rack install with fiber term panel and 48 port patch panel. New patch panels installed in IT server room. Label all WOA jacks, patch panels and certify to CAT6 standard. 250 CAT6 patch cords supplied

Option 2: same as above but with CAT5e data cabling.

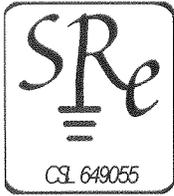
Option 3: CAT6 cabling with reduce number of data jacks in WOAs: install 12 Work Area Outlet(WOA) with 3 data jacks in finance-admin, 1 WOA for printer outside City Manager’s office with 2 data jacks CDD 17 WOA with 3 data jacks, 2 WOA with 6 data jacks, Library 3 WOA with 6 data jacks, 7 WOA with 3 data jacks, 2 WOA with 2 data jacks, Council Chamber-office-conference room, 1 WOA with 6 data jacks, 4 WOA with 3 data jacks, Rec Office 4 WOA with 3 data jacks, Rec director office 2 WOA with 3 data jacks, Edgewater room 2 WOA with 6 data jacks , 1 WOA with 3 data jacks, Technology Manager office 2 WOA with 3 data jacks, Historical-friends area 3 WOA with 2 data jacks. 6 strand multimode fiber installed from IT server room to council chamber conference room, small wall mount rack install with fiber term panel and 48 port patch panel. New patch panels installed in IT server room. Label all WOA jacks, patch panels and certify to CAT6 standard. 250 CAT6 patch cords supplied.

Option 4: same as option 3 with CAT5e cabling

Exclusions to Proposal:

- All permits, fees, and licenses.
- All code conformance work.
- All life safety work.

432
7



Stephenson-Richman Electrical
225 Escallonia Drive Novato, CA. 94945-1812
415-892-7799 415-892-9695
e-mail: info@voltsvoicedata.com

Cost of Work:

Table with 2 columns: Option (Option 1-4) and Price (\$ 43,540.00 to 30,730.00)

Terms of Payment:

TBA

Passage of Final Electrical inspection shall be considered completion of Job. Payments are due at presentation of invoice. After Thirty days interest of 2% per month will be applied to any outstanding balance

Acceptance of Proposal:

The above specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined in this proposal.

Signature: _____ Date: _____

Any alteration or deviation from the above specifications, will be executed only upon written authorization from the owner or agent of the owner, and will be considered an extra to be charged out at time and materials rate.

This Proposal is valid for Thirty Days from date above.

Notice to Owner

Section 7018.5- Contractors License Law: Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, materialman or other person who helps to improve your property and is not paid for his labor, services or material, has a right to enforce his claim against your property.

Under the law, you may protect yourself against such claims by filing, before commencing such work or improvement, an original contract, for the work of improvement, or modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in the amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

Handwritten number 4328

WBE TELCOM

A DIVISION OF W. BRADLEY ELECTRIC

February 3, 2010

City of Sausalito
420 Litho Street
Sausalito, California 94965

Re: Structured Cabling Infrastructure

Attention: Rhett Redelings-MacDermott

Dear Rhett,

Thank you for inviting WBE Telecom to bid on this project. The “**not to exceed cost**” for this project is **\$44,914.00** and includes the following.

Scope of Work

Workstations:

1. Provide and install (131) category 6 cables various locations throughout the building.
2. The cables will be terminated on category 6 modular jacks and landed in a 4-port surface mounted box at the workstation.

Server Room:

1. Provide and install (5) 48 port category 6 patch panels. All of the cables will terminate here. The panels will be mounted in the existing relay racks.
2. Provide and install (6) 2RU horizontal wire managers.

4B2
9

Backbone Cables:

1. Provide and install (1) 12 strand multimode 50 micron fiber optic cable from the Server Room to the IDF in the Council Chamber. The cable will be terminated on LC connectors and landed in a rack mounted fiber optic enclosure at each end. The cable will be run in 1" innerduct plenum rated.

Project Notes:

1. All work is quoted at regular rates during normal business hours on consecutive days.
2. Quotation is good for 60 days.
3. Payment terms are Net 30 days. Progress billing will be forwarded monthly.
4. Includes all of the supports for the cables and the hardware.
5. All of the voice and data cables will be Plenum rated.
6. All of the cables will be tested and labeled per EIA/TIA specifications.
7. Includes fire stopping the conduits that our cables pass through.
8. Includes As-Built/CAD drawings.
9. Sales tax is included in the cost.
10. Includes the cost for two technicians to survey the building for determining the cable pathways.
11. The cost includes a **\$2,000.00** allowance for any coring that may be needed between floors or through walls.

Exclusions:

1. Painting
2. Patching
3. Plywood
4. Copper patch cords
5. Fiber optic patch cords

WBE Telcom looks forward to negotiating a mutually acceptable contract with your firm on this project.

Please call me with any questions. Thank you.

Sincerely,

A handwritten signature in black ink that reads "Shawn Davis". The signature is written in a cursive style with a large, stylized 'S' and 'D'.

**Shawn Davis
Senior Project Estimator RCDD**