

# SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 9/8/03  
**Department Name:** General Services  
**Department No.:** 063  
**Agenda Date:** 9/23/03  
**Placement:** Administrative  
**Estimate Time:** n/a  
**Continued Item:** NO  
**If Yes, date from:**

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**TO:** Board of Supervisors

**FROM:** Ron Cortez  
General Services Director

**STAFF CONTACT:** Douglas Haddon  
Communications Manager X5590

**SUBJECT:** Telephone Manintenance Contract Extensnsion BC98411

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## **Recommendation(s):**

That the Board of Supervisors:

Extend the termination date for the County-Wide Telephone Maintenance Contract with NEC BNS Inc., a local vendor, from the existing termination date of September 30, 2003, to a new termination date March 31, 2004, under the existing contract terms and conditions.

## **Alignment with Board Strategic Plan:**

This recommendation is primarily aligned with Goal No. 1, an efficient Government able to anticipate and respond to the needs of the Community.

## **Executive Summary and Discussion:**

The termination date of the original NEC 5-year Telephone system maintenance contract was March 30, 2003. On April 1, 2003, your Board approved a 6-month contract extension of Board Contract, BC98411, with NEC BNS Inc., the incumbent contractor, in order to facilitate the completion and acceptance of the Telephone System upgrade. Telephone Services had also anticipated that the contract extension would allow sufficient time to competitively bid and award a new multi-year telephone system support contract.

Status of Telephone System Completion – All outstanding issues have been resolved and the new telephone system installation has been accepted as complete.

Status of Competitive Bid Process For a New Contract – Due to unexpected delays in the RFP development and review process, a new Telephone service and support contract will not be in place by September 30<sup>th</sup>, 2003, which is the termination date of the existing contract extension.

General Services therefore recommends extending the contract to March 31, 2004. The incumbent contractor, NEC, has agreed to the requested contract extension under all existing terms, conditions and cost schedules. The existing NEC contract contains a termination clause that will allow the county to terminate the contract with a 30-days written notice. This will facilitate the award of a new Telephone support contract approximately 30 days from the date a new contract has been negotiated and approved by your Board. The RFP for a new Telephone System service contract has been finalized and is scheduled to be released to vendors the week of September 22nd, 2003.

**Mandates and Service Levels:**

None

**Fiscal and Facilities Impacts:**

There are no fiscal or facilities impacts. Telephone system maintenance costs are a component of the FY 03/04 budget in Fund 1919, Program 3110, Account 7122. Telephone System Maintenance expenses for the 6-month contract extension period will total \$165,235, which is within budget.

**Special Instructions:**

**Concurrence: NEC BNS Inc.**