



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

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

**Department Name:** General Services  
**Department No.:** 063  
**For Agenda Of:** December 2, 2014  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

**TO:** Board of Supervisors

**FROM:** General Services Matthew P. Pontes, Director (560-1011) *Jennifer Slayman* FOR MATTHEW PONTES  
Contact Info: Jennifer Slayman, Assistant Director (568-2606)

**SUBJECT:** Comcast Ethernet Network Services, Award Contract

**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached Comcast Enterprise Services - Master Services Agreement, including the First Amendment to the Agreement, with Comcast Business Communications LLC for non-exclusive Ethernet Network Services for a five year period;
- b) Authorize the Director of General Services or designee to approve Sales Orders under the Comcast Enterprise Services - Master Services Agreement in an amount not to exceed \$300,000; and
- c) Determine that the proposed project is exempt from the provisions of CEQA pursuant to State CEQA Guidelines Section 15301, as it involves the operation and maintenance of County equipment that will result in no or negligible expansion of existing use.

**Summary Text:**

General Services is proposing to enter into a five year Master Services Agreement (MSA) with Comcast Business Communications LLC to provide Ethernet Network Services (ENS) for data connectivity between County facilities located primarily in Northern areas of Santa Barbara County.

In May 2004, the County of Santa Barbara entered into a contractual agreement with Comcast of Santa Maria L.L.C. which provided a seven year cable communications system franchise including an

Institutional Network Service Agreement (I-Net). Comcast created a data network infrastructure that connected 16 sites for the purpose of computer based data communications. In May 2011, the County's cable communications franchise agreement with Comcast of Santa Maria LLC expired. Since May 2011, Comcast has continued to provide services as defined in the 2004 franchise agreement. General Services conducted a comprehensive review of data communication providers in the Northern Santa Barbara County, searching for best pricing and service level options. Because Comcast was and is the only vendor that already has a presence at each site and Comcast is the only vendor prepared to offer high speed broadband connectivity, General Services determined that Comcast is uniquely positioned to service the County connectivity needs.

**Background:**

In May 2004, the County of Santa Barbara entered into a contractual agreement with Comcast of Santa Maria L.L.C. which provided a seven year cable communications system franchise including an Institutional Network Service Agreement (I-Net). The franchise agreement provided for a regional high bandwidth network.

In 2006, California's Digital Infrastructure and Video Competition Act was enacted. The Act established a statewide franchising procedure for video service providers to be administered by the California Public Utilities Commission (CPUC) and preempted local government franchising authority where a state franchise has been acquired.

In May 2011, the County's cable communications franchise agreement with Comcast of Santa Maria LLC expired. Since May 2011, Comcast has continued to provide services as defined in the 2004 franchise agreement. During that time the County of Santa Barbara and Comcast entered into and completed service level negotiations.

General Services conducted a comprehensive review of data communication providers in the Northern areas of Santa Barbara County, searching for best pricing and service level options. Because Comcast has a presence at each site, General Services determined that at this point in time, Comcast is uniquely positioned to service our connectivity needs through this MSA. A single data communication provider is preferred for high reliability and customer service issues.

There are increased costs for this new service model. General Services is responsible for funding the intercampus links through cost allocation to the Departments and collects funds for connectivity in the annual rate structure. Departments are responsible for remote location connectivity costs. General Services representing the Departments needs at the facilities, worked with Comcast to determine the best form of connectivity for each County remote location. The monthly costs for each location were projected and are budgeted by departments for fiscal year 2014-2015. See Attachment C for projected annual charges.

Through the use of the MSA, departments are able to add and delete service sites and adjust service levels as business needs change. The Director of General Services or designee will approve all Sales Orders processed through the MSA.

**Performance Measure:**

Achieve a five percent reduction in network outages from the previous year.



**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost</u></b>		<b><u>Annualized</u></b>	
	<b><u>(Jan-June):</u></b>		<b><u>On-going Cost:</u></b>	
General Fund	\$	13,056	\$	26,112
State				
Federal				
ISF Fund 1915	\$	21,552	\$	43,104
Other Funds	\$	41,070	\$	82,140
Total	\$	75,678	\$	151,356

**Narrative:**

The expenses associated for this connectivity are budgeted in Fiscal Year 2014-2015. General Services has budgeted \$21,552 in the current fiscal year and is responsible for funding the intercampus links. Countywide, General Fund departments budgeted \$13,056 in the current fiscal year for remote location costs. Countywide, "Other Funds Departments" budgeted \$41,070 in the current fiscal year for remote location costs.

**Key Contract Risks:**

Because this contract represents a renewal of our service agreement with Comcast the risks of service disruption are reduced. However, every effort will be made to plan equipment upgrades and replacements during non-business hours to reduce the impact of any outage.

**Special Instructions:**

Please send one (1) duplicate original Contract to Comcast Business Communications LLC. Please send contract and one (1) duplicate of the minute order to Jennifer Slayman, Information and Communications Technology Division, General Services Department.

**Attachments:**

Attachment A: Comcast Enterprise Services Master Services Agreement (MSA) and first Amendment to the Agreement

Attachment B: Comcast Enterprise Services General Terms and Conditions

Attachment C: Comcast Product Specific Attachments

Attachment D: Comcast Service Locations

**Authored by:**

Jennifer Slayman, General Services/ICT, Assistant Director

IN WITNESS WHEREOF, the parties have executed this Comcast Enterprise Services Master Services Agreement (No. CA 174371-dallm) and First Amendment to be effective on the date executed by County.

**ATTEST:**

Mona Miyasato  
County Executive Officer  
Clerk of the Board

**COUNTY OF SANTA BARBARA:**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Chair, Board of Supervisors

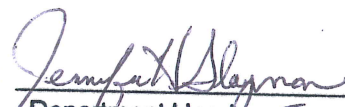
Date: \_\_\_\_\_

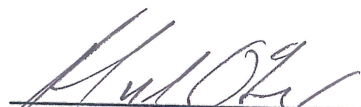
**RECOMMENDED FOR APPROVAL:**

General Services

**CONTRACTOR:**

Comcast Cable Communications  
Management, LLC


By:   
Department Head For Matt Pantes

By:   
Authorized Representative

Name: Mark O'Leary  
Title: VP

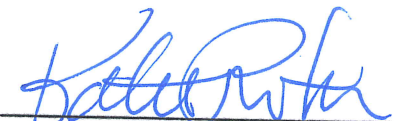
**APPROVED AS TO FORM:**

Michael C. Ghizzoni  
County Counsel

By:   
Deputy County Counsel

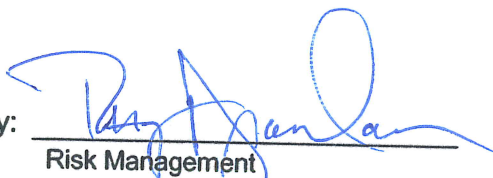
**APPROVED AS TO ACCOUNTING FORM:**

Robert W. Geis, CPA  
Auditor-Controller

By:   
Deputy

**APPROVED AS TO FORM:**

Risk Management

By:   
Risk Management