



AGENDA REPORT

Date: June 28, 2016

To: City Manager for Council Action

From: Director of Electric Utility

Subject: Approval of Call No. 16-1 for Professional Services with Paragon Partners LTD. to Provide Fiber Engineering Support Services for the Fiber Enterprise Program

EXECUTIVE SUMMARY

The City of Santa Clara's Electric utility, Silicon Valley Power (SVP), provides a dark fiber leasing service, the SVP Fiber Enterprise, which supports twenty-seven business and telecom customers in Santa Clara, as well as the fiber optic needs of SVP and other City departments. On July 15, 2014, Council approved a three-year Call Agreement with Paragon Partners Ltd to provide consulting services in support of Silicon Valley Power. These specialized services are critical to maintain customer business continuity, and to assure fiber network 24/7 maintenance and reliability. In order to meet ongoing fiber optic business services and continue to upgrade and expand new fiber installations related to new business development and fiber infrastructure maintenance in Santa Clara, staff recommends entering into Call No. 16-1 provide these services under the current multi-year Call Agreement. A copy of Call No. 16-1 with Paragon Partners LTD. can be viewed on the City's website or is available in the City Clerk's Office for review during normal business hours.

ADVANTAGES AND DISADVANTAGES OF ISSUE

Approval of Call No. 16-1 for Professional Services with Paragon Partners LTD. will allow the City to continue with the successful operation and development of the SVP Fiber Enterprise Program.


ECONOMIC/FISCAL IMPACT

The total cost of Call No. 16-1 will not exceed \$158,011.20. Sufficient funds have been budgeted in the 2016-2017 Electric Department Operating Budget in Contractual Services Not Classified, account 091-1317-87870-[F]39700.

Subject: Call No. 16-1 for Professional Services with Paragon Partners LTD
Date: June 28, 2016

RECOMMENDATION

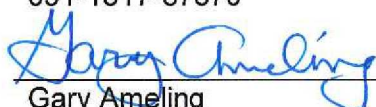
That the Council approve, and authorize the City Manager to execute, Call No. 16-1 for Professional Services with Paragon Partners LTD., in an amount not to exceed \$158,011.20, for Fiber Optic Engineering support services for Silicon Valley Power's Fiber Enterprise Program.



John C. Roukema
Director of Electric Utility

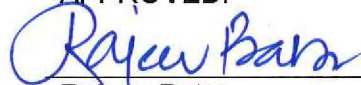
Certified as to Availability of Funds:
091-1317-87870 \$158,011.20

OK JCH



Gary Ameling
Director of Finance/
Assistant City Manager

APPROVED:



Rajeev Batra
Acting City Manager

MAJORITY VOTE OF COUNCIL

Documents Related to this Report:

- 1) Call No. 16-1 for Professional Services with Paragon Partners LTD.

Ebix Insurance No. S200001930

**CALL NO. 16-1
FOR PROFESSIONAL SERVICES
TO BE PROVIDED TO THE
CITY OF SANTA CLARA, CALIFORNIA
BY PARAGON PARTNERS LTD.**

The Parties to this Call No. 16-1 ("Call") agree that this Call is made pursuant to the terms of a Call Agreement between the Parties entitled, "Call Agreement by and between the City of Santa Clara, California and Paragon Partners LTD. dated June 5, 2014, the terms of which are incorporated by this reference. This Call describes the Services to be provided to the City of Santa Clara, California ("City") by Paragon Partners LTD. ("Contractor"), which are more fully described in Contractor's proposal to City entitled "FY 16-17 Fiber Optic Engineering Support SVP Fiber Enterprise Program" dated May 23, 2016 ("Proposal"), attached to this Call as Exhibit A and incorporated by this reference. The Services to be performed under this Call shall be completed within the time period beginning on July 1, 2016 and ending on July 31, 2017. The attached Proposal contains a complete description of the Services, and performance dates for the completion of such Services, to be performed by the Contractor under this Call. In no event shall the amount paid to the Contractor for the Services provided to City by the Contractor under this Call, including all fees or pre-approved costs and/or expenses, exceed one hundred fifty eight thousand eleven dollars and twenty cents (\$158,011.20), subject to budgetary appropriations.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which shall constitute one and the same instrument; and, the Parties agree that signatures on this Agreement, including those transmitted by facsimile, shall be sufficient to bind the Parties.

The Parties acknowledge and accept the terms and conditions of this Call as evidenced by the following signatures of their duly authorized representatives. The Effective Date is the date that the final signatory executes the Call. It is the intent of the Parties that this Call shall become operative on the Effective Date.

CITY OF SANTA CLARA, CALIFORNIA
a chartered California municipal corporation

APPROVED AS TO FORM:

Dated: _____

RICHARD E. NOSKY, JR.
City Attorney

RAJEEV BATRA
Acting City Manager
1500 Warburton Avenue
Santa Clara, CA 95050
Telephone: (408) 615-2210
Fax: (408) 241-6771

ATTEST:

ROD DIRIDON, JR.
City Clerk

"CITY"

PARAGON PARTNERS LTD.
a California company

Date: June 3, 2016

By: 
NEILIA LAVALLEY

Title: President/CEO

Address: 5762 Bolsa Avenue Suite 201
Huntington Beach, CA 92649

Telephone: (714) 379-3376

Fax: (714) 373-1234

"CONTRACTOR"



**Proposal from Paragon Partners Ltd.
 Scope of Work and Fee Schedules
 FY 16-17 FIBER OPTIC ENGINEERING SUPPORT
 SVP FIBER ENTERPRISE PROGRAM
 Silicon Valley Power / City of Santa Clara**

Scope of work:

At the direction of the Electric Department, Paragon Partners Ltd. will provide general telecom engineering, design, planning, estimating, and customer-related services for continued operations of the Silicon Valley Power Enterprise Program. Specifically, Contractor responds to customer requests for fiber attachment points, rings, laterals, services drops, and/or extensions, and provides quotes and prepares final Customer Work Orders and Contractor Work Orders. All Work orders require cost estimates resulting from the design, planning, construction, testing, operation, and maintenance service for outside fiber plant (underground and overhead) to support the communication infrastructure of the Electric Utility Department, City of Santa Clara, and SVP Fiber Lease Customers. Contractor will conduct and manage field surveys, engineering and design, and permits related to the installation of fiber aerial and substructure conduits, boxes, and manholes in support of SVP fiber customer service and fiber network operations and maintenance. Contractor prepares both an electronic and hard copy of detailed design package for construction specified by Fiber Work Order Requests. The Work Order Request packages will be developed after a signed Work Order from Silicon Valley Power is returned with the approved scope of work and budget. Each Work Order shall contain the necessary contract scope, when requested for continued development and expansion of the SVP Fiber Enterprise. Final project as-builds and locations will be mapped into the SVP GIS mapping system. Contractor is responsible for verifying final added fiber miles, project as-builds, and approving final Work Order invoices associated with the job.

Budget and Term:

The term of this call will be from the Effective Date of this Agreement through July 31, 2017, for a not-to-exceed amount of **\$158,011.20**. Paragon will invoice the City monthly for actual work performed and actual expenses incurred according to the Fee Schedule below.

Hourly Fee Schedule

Classification	Assigned Staff	Hourly Rate
Fiber OSP Engineer	As Assigned	\$109.73

Miscellaneous Expense Schedule

Item Description	Unit	Unit Price
11 x.17 Print Reproduction	Per Sheet	.12
8.5 x 11 Print Reproduction	Per Sheet	.10
Mobilization/Demobilization to the	LS	Cost
Overnight Mail	LS	Cost
Source Materials	LS	Cost
Photogrametry	LS	Cost
GIS Files	LS	Cost

Consumables	LS	Cost
Travel Expenses	LS	Cost
Vehicle (Fuel, Lease, Insurance)	Monthly	Cost
Professional Engineering Review	Per Sheet	\$100.00