



**CITY OF FORT LAUDERDALE**  
**City Commission Agenda Memo**  
**REGULAR MEETING**

**#22-0323**

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**TO:** Honorable Mayor & Members of the  
Fort Lauderdale City Commission

**FROM:** Chris Lagerbloom, ICMA-CM, City Manager

**DATE:** May 3, 2022

**TITLE:** Motion Approving Proprietary Master Services Agreement and First  
Municipal Amendment for Communication Services - Comcast Cable  
Communications Management, LLC - \$600,000 (Estimated Annual Total) -  
**(Commission Districts 1, 2, 3 and 4)**

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**Recommendation**

Staff recommends the City Commission approve a one-year Master Services Agreement (MSA) and First Municipal Amendment (FMA) to MSA No.FI-25848367-DIngb, in substantially the forms attached, for the proprietary purchase of communication services, from Comcast Cable Communications Management, LLC (Comcast) in the estimated amount not to exceed \$600,000 for the first year; and authorize the City Manager to approve four (4), one-year renewal options for years two through five in the amount of \$2,400,000, for a five-year contract total amount of \$3,000,000, contingent upon appropriation of funds.

**Background**

On April 1, 2014, (CAM 14-0391), the City Commission approved the Comcast Enterprise Services Master Services Agreement (MSA) as amended by the First Amendment to MSA No. FL-294274-dkeen, which allows the City to utilize the Comcast high speed communications platform to create a network between City buildings and a public network to the internet.

The MSA expired on April 3, 2019 and was not renewed. Information Technology Services (ITS) requested an After the Fact Purchase Memo (AFPM) on October 6, 2020, requesting approval to pay four (4) past due invoices. The agreement was being reviewed and agreed upon; therefore, ITS requested an additional AFPM in December 2020, requesting approval to pay four (4) months of invoices. This process continued until February 2021 due to the fact the agreement was still being reviewed, negotiated, and agreed upon; therefore, ITS requested additional AFPMs on April 27, 2021, requesting approval to pay Comcast invoices through July 15, 2021; another AFPM on August 12, 2021, requesting approval to pay Comcast invoices through September 2021 to allow for the agreement to be signed and implemented for this critical service providing internet and cable services Citywide.

Considering the criticality of the services provided and the immediate need for short-term purchasing vehicle, it was agreed upon by both City of Fort Lauderdale and Comcast to enter into a 90-day Letter of Intent agreement on January 20, 2022, for continuity of service while negotiations continued.

Comcast does not make amendments to its standard MSA and is insistent on a FMA as opposed to an addendum. Both the City of Fort Lauderdale and Comcast agreed to include a FMA with the new MSA reflecting City of Fort Lauderdale requested amendments. Therefore, approval is being requested for the MSA simultaneously with the FMA.

The Comcast network is scalable, robust, and adequately supports computer, telephone, wireless and video communications to City buildings. The service is used by staff to gain remote access to electronic data, applications and services hosted in within City Hall, Police, Public Works, and Emergency Operations Center (EOC) data centers. The communication services provide remote and internet access to centralized data center applications and services including email, voicemail, shared folders and files, public safety, and systems like the State of Florida Criminal Justice Information Services (CJIS) resources, records management system, online investigative applications and databases, Parks and Recreation (Rectrac), financial accounting and budget (FAMIS/Sherpa), and procurement (BuySpeed). Throughout the year, based on requests from various departments, remote locations are removed or added to the City's network.

The Internet network is used to provide Fort Lauderdale neighbors, businesses and visitors access to information easily and expeditiously as well as provide an electronic means to conduct business with the City. The City's internet service increases capabilities for critical business functions. Some of the critical solutions include remote access to mobile and Public Safety staff, NeoGov Human Resources application processing, Granicus commission meeting preparation and video, Community Plus, parking systems upgrades, One Solution Building Community Service application, and the 311 Customer Relations Management (CRM) call center.

Due to the uniqueness of this service and the major infrastructure renovations that would be required to use any other vendor, staff recommends the proprietary purchase of Comcast communication services including the existing network communications circuits, new migrated circuits, and projected future circuits for new and or expanded office locations.

Pursuant to Section 2-181(f)(3), Code of Ordinances of the City of Fort Lauderdale, Florida, the City may purchase proprietary items, as defined in Section 2-173, without competitive solicitation. As defined by the Code, a proprietary item is not readily available from more than one supplier, manufacturer, or person and is unique in nature without competitive solicitation.

### **Resource Impact**

There is no impact to the current fiscal year budget. There will be a fiscal impact to the Budget in FY23 in an annual amount not to exceed \$600,000. Future expenditures are contingent upon approval and appropriation of the annual budget.

<i>Funds available as of May 12, 2022</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB- OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
581-ITS110101-3628	Unified Communications	Services & Materials/ Telephone & Cable TV	\$2,478,223	\$648,042	\$600,000
TOTAL AMOUNT ►					\$600,000

### **Strategic Connections**

This item supports the *Press Play Fort Lauderdale 2024 Strategic Plan*, specifically advancing:

- Internal Support
- Goal 8: Build a leading government organization that manages all resources wisely and sustainably.
- Objective: Provide safe, well-maintained, and efficient facilities and capital assets

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We Are United*.

### **Attachments**

Exhibit 1 - After the Fact Purchase Memos

Exhibit 2 - Letter of Intent

Exhibit 3 - Comcast Enterprise Services MSA-FMA No. FI-25848367-DIngb

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