



**MEMORANDUM**  
**ADMINISTRATIVE SERVICES**  
**PROCUREMENT DIVISION**  
County of Placer

TO: Board of Supervisors  
FROM: Brett Wood, Purchasing Manager  
SUBJECT: Voice and Data Cabling Services – Various Firms

DATE: July 12, 2016

---

**ACTION REQUESTED**

Approve the award of competitive Request for Qualifications No. 10548 for voice and data cabling services to be provided as needed to the Administrative Services Department for the period of July 12, 2016 to June 30, 2019; and

Approve option to renew the resulting Qualified List on a year-to-year basis for two (2) additional one-year terms; and

Approve a blanket purchase order with Dunn-Wright Communications Inc. of Sacramento, CA for services related to Request for Qualifications No. 10548 in the maximum aggregate amount of \$125,000, for the period of June 21, 2016 to June 30, 2017. Funding is included in the Administrative Services Department's FY 2016-17 Proposed Budget; and

Approve the option to renew the resulting blanket purchase orders on a year-to-year basis for up to four (4) additional one-year terms with a renewal amount not to exceed 10 percent of the original aggregate award amount; and

Authorize the Purchasing Manager to sign all required documents.

**BACKGROUND**

Administrative Services' Telecommunications Division (TELECOM) maintains and supports the County's data, telephone and two-way radio networks. TELECOM requires qualified firms to assist with small to medium-sized voice and data cabling projects when workload exceeds staff resources to complete the projects in a timely manner, or when special projects develop which are added to the budgeted workload.

To identify a list of qualified firms to provide voice and data cabling services, TELECOM enlisted the assistance of the Procurement Services Division to develop Request for Qualifications (RFQ) No. 10548. Eighty-one firms were notified of the solicitation, fifteen firms accessed the documents, and formal responses were received from Dunn-Wright Communications, Inc. of Sacramento, CA and Pinnacle Telecommunications, Inc. of McClellan, CA.

An evaluation panel comprised of representatives from the Administrative Services Department and the Department of Public Works and Facilities reviewed the responses in accordance with the evaluation criteria contained within the solicitation. The final Qualified List is the result of the panel's consensus after discussion and based on the overall scores of the firms.

The attached Qualified List is based strictly on the requirements and criteria of the RFQ and do not in any way reflect the evaluation panel's judgment of the responding firms' capabilities to perform work outside of this specific solicitation. A summary of the proposed firms for the Qualified List is illustrated in the attachment. TELECOM may use the resulting Qualified List for agreements that will be utilized on an "as-needed" basis depending on available funding, staffing levels and shifting priorities of projects.

TELECOM has a requirement for on-call cabling services and requests that a blanket purchase order (BPO) be established with Dunn-Wright Communications for routine cabling services. The firm is Telecommunications' existing contractor and has extensive knowledge of the County's facilities and

cabling requirements. Master Service Agreements (MSAs) will be established with both firms as a result of the Qualified List for larger specific cabling projects throughout Placer County. The BPO and MSAs will allow the department to have firms available as needed to perform funded project tasks. It is also anticipated that the services of these firms will be available to other departments as needed.

Therefore, your Board's approval is required to ratify the panel's recommendation to list the top-ranked firms and adopt a Qualified List for public works consulting services effective for approximately three (3) years from July 12, 2016 to June 30, 2019, and to extend the Qualified List on a year-to-year basis for two (2) additional one-year terms.

**FISCAL IMPACT**

There is no immediate fiscal impact resulting from the approval to ratify the panel's recommendation to list the top ranked firms and adopt the qualified list. Individual contracts will be negotiated with one or more firms as needed, and the resulting expenditures will be funded from existing budgets or project funds, as appropriate. Purchase orders of \$50,000 or less may be executed by the Purchasing Manager. Purchase orders which are greater than \$50,000 will require your Board's approval. Funds are included in the Administrative Services Department's FY 2016-17 Proposed Budget, resulting in no new net County cost. Funds are not encumbered until services are rendered against the BPO.

**ATTACHMENT**

Qualified List

cc: Dieter Wittenberg, Telecommunications Manager  
Kathy Buchanan, Deputy Director of Information Technology

**ATTACHMENT**

**QUALIFIED LIST**

**RFQ Number:** 10548  
**RFQ TITLE:** Voice and Data Cabling Services  
**BUYER:** Ben Bramer, x4257  
**DEPARTMENT:** Administrative Services

---

**APPROVED FIRMS**  
(firms are listed in alphabetical order)

<b><u>NAME OF FIRM</u></b>	<b><u>CONTACT PERSON</u></b>
Dunn-Wright Communications, Inc. 3480 Misty Morning Circle Sacramento, CA 95827	James Roach
	Phone: 916-275-5723
	Email: <a href="mailto:Jayroach4@comcast.net">Jayroach4@comcast.net</a>
Pinnacle Telecommunications, Inc. dba PTI Solutions 4242 Forcum Ave., Ste 200 McClellan, CA 95652	Heather Sula
	Phone: 916-426-1046
	Email: <a href="mailto:hsula@pti-s.com">hsula@pti-s.com</a>

