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## Staff Report

TO: Honorable Mayor Noon and Members of City Council

THROUGH: John Danielson, City Manager  
Elisha Thomas, Deputy City Manager

FROM: Eric Eddy, Assistant to the City Manager  
on behalf of the Fiber Steering Committee

DATE OF MEETING: October 17, 2016

DATE OF SUBMITTAL: October 7, 2016

SUBJECT: Resolution 2016-R-65, authorizing the City Manager to Execute  
Certain Contracts on behalf of the City related to the Fiber Master Plan

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### **1. Executive Summary:**

On March 7, 2016, City Council allocated \$5.7 million in funding for the Fiber Master Plan. In order to implement the Fiber Master Plan, several contracts need to be executed. Section 2-2-130(b)(1) of the Centennial Municipal Code grants the City Manager authority to execute contracts on behalf of the City that do not exceed certain amounts. Any purchase or contract that exceeds those amounts must be approved by City Council prior to execution by the City Manager.

As has been done in the past on certain capital projects, including the fiber initiative, in order to improve efficiency and streamline the contracting process, Staff and the Fiber Steering Committee are recommending that City Council grant the City Manager authority to execute certain specific contracts related to the Fiber Master Plan. These contracts are not blanket signature authority, but represent authority given to the City Manager for a specific purpose on this project. The specific contracts included in Resolution 2016-R-65 are:

1. Contract(s) for the Acquisition of Fiber Materials including Fiber Optic Cable and Conduit; and
2. Contract(s) for General Contractor(s) to Construct the Fiber Optic Backbone.

Staff and the Fiber Steering Committee recommend Council approval of Resolution 2016-R-65, authorizing the City Manager to execute certain contracts related to the Fiber Master Plan.

### **2. Discussion:**

In order to improve efficiency and streamline the contracting process, Staff and the Fiber Steering Committee are recommending that City Council grant the City Manager authority to execute specific contracts related to the Fiber Master Plan. This authority given to the City Manager would be limited to specific purposes for this project. The two contracts authorized and included in Resolution 2016-R-65 are:

1. Contract(s) for the Acquisition of Fiber Materials including Fiber Optic Cable and Conduit; and
2. Contract(s) for General Contractor(s) to Construct the Fiber Optic Backbone.

The first phase of materials purchases is anticipated to be approximately \$350,000. The competitive selection process for the general contractor(s) is currently underway. These expenditures will occur from previously appropriated funding.

Contracts for these services will be procured in compliance with the City's Purchasing Policy and do not represent blanket signature authority for the entire project.

At this time, these contracts represent the immediate next steps for the Fiber Master Plan. Staff and the Fiber Steering Committee may return at a future date with other recommended contract authorities for this project.

### **3. Recommendations:**

Staff and the Fiber Steering Committee recommend Council approval of Resolution 2016-R-65, authorizing the City Manager to execute certain contracts related to the Fiber Master Plan.

### **4. Alternatives:**

Council may provide alternate direction.

### **5. Fiscal Impact:**

Resolution 2016-R-65 does not have a fiscal impact – it authorizes the City Manager to execute specific contracts related in the Fiber Master Plan. These contracts will utilize previously-appropriated funding - no additional funding is proposed.

### **6. Next Steps:**

If Council approves Resolution 2016-R-65, City Staff and the Fiber Steering Committee will develop and execute the identified contracts.

### **7. Previous Actions:**

March 21, 2016: City Council passed Resolution 2016-R-25, authorizing the City Manager to execute contracts for the Fiber Executive Director (Tim Scott) and the Owner's Project Manager / Design Engineer (Manweiler Telecommunications Consulting).

February 16, 2016: City Council provided consensus to:

- adopt the Fiber Master Plan by resolution; and
- allocate the \$5,700,000 described in the Fiber Master Plan for construction of the fiber backbone.

March 7, 2016: City Council adopted the Fiber Master Plan (Resolution 2016-R-20) describing the implementation and construction of a fiber backbone.

March 7, 2016: City Council allocated the \$5,700,000 (Resolution 2016-R-21) described in the Fiber Master Plan for construction of the fiber backbone.

**8. Suggested Motions:**

**Approval:**

I move to approve Resolution 2016-R-65, authorizing the City Manager to Execute Certain Contracts on behalf of the City related to the Fiber Master Plan.

**Denial:**

I move to not approve Resolution 2016-R-65, authorizing the City Manager to Execute Certain Contracts on behalf of the City related to the Fiber Master Plan.