



City of Racine, Wisconsin
Agenda BRIEFING MEMORADUM

AGENDA DATE:

September 23, 2024 – Finance and Personnel
October 1, 2024 – Common Council

SUBJECT:

Communication sponsored by Alder Horton, on behalf of the Chief Information Officer, requesting permission to increase contract #2023228 with Complex Security Solutions for Fiber Contracting Services.

PREPARED BY:

Adele Edwards, Chief Information Officer

EXECUTIVE SUMMARY:

The Management Information Services (MIS) Department is requesting permission to add \$160,200 to contract #2023228 due to inadvertently excluding the costs for repair and maintenance support and routine additions to the fiber optic cable network when first asking for approval.

PROJECT BACKGROUND & ANALYSIS:

The City of Racine owns approximately 28 fiber route miles. We hired the contractor to do three things, 1) conduct a comprehensive site survey and analysis of the city's existing fiber optic infrastructure and provide documentation of the same, 2) provide repair and maintenance support of the fiber optic cable network, and 3) routine additions to the network. The contract is a combination of a fixed price for the survey (\$165,760) and hourly rates for equipment and staff to complete the repair, maintenance, and routine additions to the network.

When we requested permission to award contract #2023228 on September 5, 2023, we only included the costs for the (1) site survey and documentation piece. Although we received approval to also fund the (2) repair & maintenance and (3) routine work, we failed to include these amounts in the total, thus incorrectly stating the estimated amount we would spend through this contract. We would like to request additional funds of \$160,200 for (2) and (3) which is available in MIS account #70113-57355.

We are requesting that a total of \$160,200 be added to this contract to cover the above current and upcoming costs.

BUDGETARY IMPACT:

Add additional funds of \$160,200. Funding is available in account #70113-57355 and costs for subsequent years will be appropriated during the annual budget process.

RECOMMENDED ACTION:

The Purchasing Agent be authorized to increase contract #2023228 with Complex Security Solutions by \$160,200.