

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

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**DATE:** October 5, 2021

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Kristin Daniels, Director, Office of Management and Budget

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Approval of Grant and Match Funding for Library RFPs 2021028 (Network Infrastructure Equipment and Installation) and 2021029 (Cabling, Hardware and Installation)

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**BACKGROUND:**

On March 16, 2021, the Board awarded RFPs 2021028 and 2021029 to provide improvements to library telecommunications, internet access and internal connections. These improvements were proposed to be primarily funded through grants from the Federal Communication Commission (“FCC”), which is administered by the Universal Service Administrative Company (“USAC”) under the program named E-rate. The proposed improvements include modernization of the wired/wireless network infrastructure and firewalls for all County Libraries, and the ability to support remote video conferencing by both patrons and staff.

**FUNDING:**

As authorized by the Board, Janie Griffith Consulting submitted funding applications on the County’s behalf for the separate infrastructure and cabling portions of the work to USAC, prior to the program’s March 25, 2021 deadline.

For the infrastructure portion, staff asked the consultant to include four additional transceivers in the funding request, at an additional cost of \$2,181.20.

As anticipated, funding in the amount of 80% was awarded by the USAC, however one specific item (warranty) was declared ineligible for the grant, leaving the entire \$2,240.25 cost for that item on the County’s share.

Project totals for the infrastructure portion of the work, including final cost, the amount that will be paid to the contractor directly by USAC, and the balance of the cost to be paid by the County by purchase order are illustrated on the table on the next page.

<b>Infrastructure – PC Solutions &amp; Integration, Inc.</b>	<b>Total cost</b>	<b>E-rate program funding</b>	<b>County's share</b>
<i>Original proposal / estimated breakout</i>	\$291,066.91	\$232,853.53	\$58,213.38
Plus Additional Transceivers	+\$2,181.20		
<b>Total project cost (Infrastructure)</b>	<b>\$293,248.11</b>		
Less warranty	-2,240.25		
<b>Program Eligible Cost</b>	<b>\$291,007.86</b>	<b>\$232,806.29</b>	<b>\$58,201.57</b>
Plus warranty cost			+\$2,240.25
			<b>\$60,441.82</b>

The funding for the cabling portion of the work was also approved by the USAC at 80%, as anticipated, however the \$14,560 cost for installation was inadvertently omitted from the original cost estimate provided to the Board. Payment for the bulk of the work will be paid directly to the contractor by USAC, with the remainder via purchase order.

<b>Cabling – Bazon-Cox &amp; Associates, Inc.</b>	<b>Total cost</b>	<b>E-rate program funding</b>	<b>County's share</b>
<i>Original proposal presented to Board</i>	\$28,428.00	\$22,742.40	\$5,685.60
Total project cost and approved distribution	<b>\$42,988.00</b>	<b>\$34,390.40</b>	<b>\$8,597.60</b>

The total project breakout is shown below. The overall County cost share for the program is \$5,140.44 more than originally suggested at the March 16, 2021 meeting.

<b>Vendor</b>	<b>Project portion</b>	<b>Total cost</b>	<b>E-rate program funding</b>	<b>County's share</b>
PC Solutions & Integration, Inc.	Infrastructure	\$293,248.11	\$232,806.29	<b>\$60,441.82</b>
Bazon-Cox & Associates, Inc.	Cabling	\$42,988.00	\$34,390.40	<b>\$8,597.60</b>
Total		\$336,236.11	\$267,196.69	<b>\$69,039.42</b>

Funding in the amount of \$69,039.42 for the County's share of this project is budgeted and available in the CARES Act allocation awarded to Information Technology (account 13924113-066490).

Copies of the Funding Decision Commitment Letters for the projects are on file in the Purchasing Division.

**RECOMMENDATION:**

Staff recommends the Board accept the grant funding and authorize the Purchasing Division to issue a purchase order to PC Solutions & Integration, Inc. for \$60,441.82 and to Bazon-Cox & Associates, Inc. for \$8,597.60.