



Legislation Text

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File #: 23-1026, Version: 1

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**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Cooperative Procurement 23-267, Cellular Phone Services, to Verizon Wireless for an amount not to exceed \$594,323 and for a two-year term

**DEPARTMENT:** Information Technology

**SUBMITTED BY:** Jacqueline Nguyen

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

Certain staff positions are assigned smartphones to enhance their productivity and to promote effective communications with other staff, the Mayor and City Council members, and vendors and contractors.

The City procures cellular phone services using the State of Illinois cooperative contract with Verizon Wireless. The contracted services include voice, text, and data as well as a smartphone for each user. The cost of the smartphone is included in the monthly costs and is available for an upgrade every ten months.

The cellular voice and data service provider markets are very competitive as service providers offer plans and promotions that change regularly and can contain complex terms and conditions. The Information Technology Department monitors, and periodically evaluates, alternative service providers.

At this time, staff is not aware of any material change in cost or performance from an alternative vendor that would offset the significant effort and cost of switching service providers. The terms of the current state contract with Verizon allow the City to terminate service at any time without penalty.

**DISCUSSION:**

Verizon has provided excellent service with minimal problems and has been responsive in troubleshooting and addressing any service problems that were identified. The Information Technology Department requests the award of cellular phone services under the State of Illinois cooperative contract to Verizon for the period through October 2, 2025.

Staff has identified an approved cooperative contract, State of Illinois Contract CMS793372P, through Cellco Partnership Db a Verizon Wireless, for the procurement of Cellular Phone Services.

The term of the procurement is from date of award through October 2, 2025.

**FISCAL IMPACT:**

Telephone services are expensed to the account number listed below. A total of \$305,335 was budgeted in 2023, for which \$169,415 has been expended. There are sufficient funds remaining to cover the current year portion of the requested award.

In addition, \$305,335 has been submitted as part of the 2024 budget, which is currently under review. Pending review and approval, the requested amounts for 2024 are expected to be within budget.

Staff will budget the remaining amounts associated with the 2025 portion of the contract during the respective budget cycle.

<b>Account Number</b>	<b>Fund Description</b>	<b>Total Budget</b>
16101100-542415	General Fund	\$587,399