



FINANCIAL & ADMINISTRATIVE SERVICES

DATE: February 27, 2025

TO: Larry Davis, Assistant City Manager

FROM: Robin Spencer, Contracts Analyst

DEPARTMENT: Financial & Administrative Services
Procurement Services Division

SUBJECT: Requesting approval to award contract number 12498 for interior cabling services for the Information Technology Department (IT)

Background:

The Procurement Services Division conducted a solicitation for interior cabling services for the IT Department through the Greensboro e-Procurement System (GePS) under event number 11732. Three responsive bids were received. All responsive bids were reviewed and scored by a committee of five that consisted of IT, Water Resources, and M/WBE employees. Of the three responsive bids received, one was from a registered M/WBE firm with the State of North Carolina. Netcom Cabling, Inc. was determined to be the vendor best qualified to provide these services for the IT Department. Netcom Cabling, Inc. is not a registered M/WBE firm with the State of North Carolina.

Recommendation:

The Procurement Services Division concurs with the IT Department's recommendation to award contract number 12498 to Netcom Cabling, Inc. The interior cabling services contract is estimated to be \$100,000 annually for three years, for a total estimated value of \$300,000. The contract will be encumbered with the IT Department's estimated value of \$30,000 annually. Work performed on behalf of other departments will be encumbered as needed using the departments' account numbers.

Outreach:

- Solicitation notifications were sent out in GePS to 1,042 potential bidders.
- A direct solicitation notification was sent to 12 potential M/WBE bidders.
- Netcom Cabling, Inc. is not a registered M/WBE vendor with the State of North Carolina.

Financial information:

- Contract Number: 12498
- Account Numbers:
 - 682-07-0712012.5621 - \$30,000.00
 - Additional department accounts will be applied to contract on an "as needed" basis - \$70,000.00
- Contract Effective Dates: April 1, 2025-March 31, 2028
- FY25
- Annual Estimated Cost: \$100,000.00
- Total Estimated Award: \$300,000.00