

# Mayor and Council Communication

**DATE:** 09/10/19

**M&C FILE NUMBER:** M&C 19-0136

**LOG NAME:** 25COMMUNICATIONS SERVICES AT WRMC

## **SUBJECT**

Authorize Contract with NetSteady Communications, LTD, to Provide Exclusive Communications Services for Facility Users and Exhibitors at the Will Rogers Memorial Center (COUNCIL DISTRICT 7)

---

## **RECOMMENDATION:**

It is recommended that the City Council authorize a contract with NetSteady Communications, LTD, to provide exclusive communications services for facility users and exhibitors at the Will Rogers Memorial Center.

---

## **DISCUSSION:**

The Will Rogers Memorial Center provides or makes available a multitude of services to meet the needs of its facility users and exhibitors. Telecommunication and data services are an integral part of the success of the center. The Public Events Department is currently working with Moye IT Consulting (CSC No. 48764) for the design of the Will Rogers Memorial Center campus-wide fiber network (Tech Enhancements-CPN 101096).

With the approval of this contract, NetSteady will collaborate with Moye on the final phase of design to ensure compatibility of the designed network and proposed service offerings. With the completion of the design component, the City of Fort Worth Information Technology Solutions Department will engage existing vendor agreements for structured cabling to complete the fiber network installation.

Installation of the fiber network is anticipated to begin October of 2019 with completion in June of 2020. Temporary suspension of work will occur in January of 2020 during the Fort Worth Stock Show and Rodeo. During the installation period, consideration will be given for other events.

With the campus-wide addition of this technology upgrade, the Public Events Department will use this agreement with NetSteady Communications, LTD, to provide data and communications services for both facility users and exhibitors at the Will Rogers Memorial Center as an available fee based service for facility users. Additionally, the City will receive a commission on all NetSteady sales at the Will Rogers Memorial Center campus.

Facility users and exhibitors will have access to voice, data and internet services at a competitive price through a single, on-site service provider. The communications users will have the option of ordering their services in person, by phone or over the internet and may track the order through a computerized tracking system or through a central customer service office. Itemized billing and customer service surveys are provided for all services.

NetSteady is being recommended as the exclusive provider of these services at Will Rogers Memorial Center for exhibitors and facility users based on its proposed business plan and approach, overall commission structure, value to the customer and superior experience in providing technology services to agricultural and similar facilities to Will Rogers Memorial Center. NetSteady has existing, efficient operational policies and procedures that are supported by specialized software. Voice and data services for the Public Events Department administrative offices will continue to be provided by the City's Information Technology Solutions Department.

The contract with NetSteady will cover the Will Rogers Memorial Center campus, except NetSteady will not operate on the campus during the Southwestern Exposition and Livestock Show. Dickies Arena is not included in this agreement.

The proposed revenue structure is a flat rate of 20% commission to the City of Fort Worth of NetSteady's gross sales.

NetSteady is not expected to start offering fee based services until the last quarter of Fiscal Year 2020, if the fiber network installation is completed as anticipated. Using the duration, type and estimated attendance of known events scheduled in FY2020, staff has forecasted a potential revenue commission from NetSteady sales in the range of \$25,000.00 annually beginning in Fiscal Year 2021.

**ADVERTISEMENT** - The Request for Proposals (RFP) was advertised in the Fort Worth Star-Telegram on February 27, 2019, March 06, 2019, March 13, 2019, March 20, 2019 and March 27, 2019. Twenty-five vendors were solicited from the purchasing database; three responses were received.

**M/WBE OFFICE** - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the Office of Business Diversity, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

**AGREEMENT TERM** - The Primary Term, will begin upon City Council approval and complete execution of the agreement, and will be for five (5) years. Following the Primary Term, the City and NetSteady, by written mutual consent, may elect to extend this Contract under the same terms and conditions for one (1) additional five (5) year period. The renewal action does not require specific City Council approval.

---

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendation the financial impact to the City is revenue generation from commission collected on the sale of technology services by NetSteady at the Will Rogers Memorial Center campus. The Public Events Department has the responsibility for the collection and deposit of funds due to the City under this agreement.

**Submitted for City Manager's Office by:** Jesus Chapa 5804

**Originating Business Unit Head:** Richard Zavala 2501

**Additional Information Contact:** James Horner 2505