

Lourdes Ramos

From: Daphne Robinson
Sent: Friday, December 27, 2024 2:07 PM
To: Michelle Brooker; Lourdes Ramos
Cc: Janice Mitchell; Mel Poole
Subject: RE: Status CenturyLink Ethernet Service Contracts - TEL/13-002, TEL/16-253, TEL/17-208, TEL/17-310, and TEL/17-314

Michelle – Please see Janice’s approval for emergency purchases below. OFN will be submitting a Change Order so that they can pay outstanding invoices under one (or more) of the following contracts. This email needs to be added to Munis to support the approval.

CONTRACT NO.	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	
TEL/13-002	84,102.20	81,872.57	78,492.00	69,687.71	111,773.18	118,052.94	Needs to be taken to Council for aggregate amount (plus fee contingency) required to take contract through expiration date.
TEL/16-253	53,533.22	54,653.88	54,653.88	48,499.52	13,339.08	12,076.13	If aggregate expenditures (plus fee contingency) are not expected to exceed Council threshold for remainder of contract term, Council approval not necessary. If it will exceed, then take to Council.
TEL/17-208	160,216.97	193,356.20	167,527.87	113,019.36	114,961.07	109,668.76	Needs to be taken to Council for aggregate amount (plus fee contingency) required to take contract through expiration date.
TEL/17-310	19,282.91	26,290.41	38,117.54	8,640.00	8,640.00	8,640.00	If aggregate expenditures (plus fee contingency) are not expected to exceed Council threshold for remainder of contract term, Council approval not necessary. If it will exceed, then take to Council.
TEL/ 17-314	29,274.36	30,000	30,000	30,000	27,500	30,000	If aggregate expenditures (plus fee contingency) are not expected to exceed Council threshold for remainder of contract term, Council approval not necessary. If it will exceed, then take to Council.

Lourdes – Please prepare the informational item for the authorized purchases for the Jan. 21st Council agenda.

Thank you,

Daphne



Daphne M. Robinson, Esq., NIGP-CPP

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Director, Procurement & Contracting

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From: Janice Mitchell <jmitchell@ocalafl.gov>

Sent: Friday, December 27, 2024 11:22 AM

To: Daphne Robinson <drobinson@ocalafl.gov>

Subject: RE: Status CenturyLink Ethernet Service Contracts - TEL/13-002, TEL/16-253, TEL/17-208, TEL/17-310, and TEL/17-314

Thanks for the information. After discussing with OFN, I am requesting them to enter into one contract with CenturyLink and another with Lumen. I will work with them to place these on the January 21st agenda. I am requesting they be allowed to pay the outstanding invoices while we work through an efficient solution.

Thank you.

Janice

From: Daphne Robinson <drobinson@ocalafl.gov>

Sent: Friday, December 27, 2024 9:53 AM

To: Janice Mitchell <jmitchell@ocalafl.gov>

Subject: FW: Status CenturyLink Ethernet Service Contracts - TEL/13-002, TEL/16-253, TEL/17-208, TEL/17-310, and TEL/17-314



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From: Janice Mitchell <jmitchell@ocalafl.gov>

Sent: Monday, October 21, 2024 1:29 PM

To: Daphne Robinson <[drobinson@ocalafl.gov](mailto:drobenson@ocalafl.gov)>

Cc: Mel Poole <MPoole@ocalafl.gov>; Michelle Brooker <mbrooker@ocalafl.gov>; Ashley Presley <APresley@ocalafl.gov>

Subject: RE: Status CenturyLink Ethernet Service Contracts - TEL/13-002, TEL/16-253, TEL/17-208, TEL/17-310, and TEL/17-314

Daphne,

I am willing to approve change orders to these on an emergency basis and add them as informational items at the next Council meeting.

Thank you,

Janice

From: Daphne Robinson <[drobinson@ocalafl.gov](mailto:drobenson@ocalafl.gov)>

Sent: Monday, October 21, 2024 12:40 PM

To: Janice Mitchell <jmitchell@ocalafl.gov>

Cc: Mel Poole <MPoole@ocalafl.gov>; Janice Mitchell <jmitchell@ocalafl.gov>; Michelle Brooker <mbrooker@ocalafl.gov>; Ashley Presley <APresley@ocalafl.gov>

Subject: Status CenturyLink Ethernet Service Contracts - TEL/13-002, TEL/16-253, TEL/17-208, TEL/17-310, and TEL/17-314

Importance: High

Good morning,

This morning Procurement and OFN met to sort out the status of the above referenced Centurylink contracts and related pending change orders. Please allow the email below to serve as an explanation (that will be placed in each Munis contract for future reference) and a request for authorization to approve the change orders pending prior to the contract roll scheduled to occur this evening at 5:00 p.m.

OFN purchases ethernet services from Embarq Florida, Inc. (n/k/a Centurylink) for resale to customers. There are currently 12 Munis contracts for ethernet service with CenturyLink. Only those highlighted in yellow in the table below should remain active. OFN is closing those highlighted in gray:

CONTRACT NO.	DESCRIPTION	START DATE	EXP. DATE	ORIGINAL CONTRACT VALUE	EXPENDITURES TO DATE	STATUS SUMMARY
OFN/210222	Ethernet 6006 Abshier Blvd	03/16/2021	3/16/2027	21,528	19,594.47	Dept. verifying that expenditures are now being tracked under 13-002. Once confirmed. Close.
OFN/210768	Ethernet 605 W. Highland Blvd – RBOI	12/14/2021	12/14/2024	11,808	4,920.00	Now tracking under 13-002. Close.
OFN/211147	Ethernet – Advent Belleview	12/16/2021	12/16/2024	18,000	0.00	Dept. verifying that expenditures are now being tracked under 13-002. Once confirmed. Close.
OFN/220499	Ethernet – Marion County Depot	07/25/2022	None		0.00	Now tracking under 13-002. Close.
OFN/220551	Ethernet – Marion County Fire Station 15	06/09/2022	None	29700	0.00	Now tracking under 13-002. Close.
OFN/220725	Ethernet – Radiology Associates.	08/04/2022	08/03/2025	19,620	0.00	Now tracking under 13-002. Close.
OFN/230366	Ethernet – Marion Oaks	03/22/2023	03/22/2025	12,480	0.00	Now tracking under 13-002. Close.
OFN/13-002	Ethernet – Multiple Various	11/06/2013	01/01/2050	144,128.73	543,980.60	OPEN. Expenditure tracking for 17 separate connections.
OFN/16-253	Ethernet – Marion County EOC	12/05/2016	09/30/2025	319,900	236,755.71	OPEN. Expenditure tracking for single connection.

OFN/17-208	Ethernet – Marion County and Phone for City	08/17/2017	08/09/2050	42,000	858,750.23	OPEN. Expenditure tracking for separate County connections and the City's local and long-distance telephone connection.
OFN/17-310	Ethernet – Marion County Tax Collector	11/15/2017	09/30/2025	19,440	109,610.86	OPEN. Expenditure tracking for single connection.
OFN/17-314	Ethernet – Fort McCoy Elementary	11/22/2017	07/01/2025	32,902	176,774.36	OPEN. Expenditure tracking for single connection.

Individual connections are billed together (or separately) as determined by CenturyLink based on connection type and location. It does not appear that the expenditures under the five contracts that will remain open (TEL/13-002, TEL/16-253, TEL/17-208, TEL-17-310 and TEL/17-314) have been taken to Council. Fiscal Year expenditure tracking for each since 2019 has been as follows:

CONTRACT NO.	FY 2019	FY2020	FY2021	FY2022	FY2023	FY2024	
TEL/13-002	84,102.20	81,872.57	78,492.00	69,687.71	111,773.18	118,052.94	Needs to be taken to Council for aggregate amount (plus fee contingency) required to take contract through expiration date.
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TEL/ 17-314	29,274.36	30,000	30,000	30,000	27,500	30,000	If aggregate expenditures (plus fee contingency) are not expected to exceed Council threshold for remainder of contract term, Council approval not necessary. If it will exceed, then take to Council.

Based on the foregoing information, it appears that only TEL/13-002 and TE;/17-208 will need to be taken to Council as the annual aggregate expenditure for each is >\$50,000. The department will amend pending (or create new) change orders to reflect the amount needed for FY2025 (or for the remainder of the existing contract term).

Janice – Please advise if you are willing to approve the necessary change orders on an emergency basis or, in the alternative, if you would prefer for the department to take the items to Council and obtain approval. If you approve the change orders on an emergency basis, each item will be listed as an informational item on the next available Council meeting.

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From: Mel Poole <MPoole@ocalafl.gov>

Sent: Monday, November 13, 2023 10:18 AM

To: Daphne Robinson <drobinson@ocalafl.gov>

Subject: Fwd: Change Orders for TEL/13-002 and TEL/16-253

Good morning Daphne

Hope all is well...just to follow up on the contacts and if we need another approval to pay the bills until the contracts are signed please advise thanks in advance

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From: Lourdes Ramos <LRamos@ocalafl.gov>
Sent: Monday, November 13, 2023 10:13:54 AM
To: Mel Poole <MPoole@ocalafl.gov>
Subject: FW: Change Orders for TEL/13-002 and TEL/16-253

Good Morning Mel,

Any updates?

Thanks!

Sincerely,

Lourdes Ramos
Telecommunications
(352) 401-6900



From: Daphne Robinson <drobinson@ocalafl.gov>
Sent: Wednesday, October 18, 2023 9:59 AM
To: Karen Czechowicz <KCzechowicz@ocalafl.gov>; Michelle Brooker <mbrooker@ocalafl.gov>
Cc: Janice Mitchell <jmitchell@ocalafl.gov>; Mel Poole <MPoole@ocalafl.gov>; Lourdes Ramos <LRamos@ocalafl.gov>; Patricia Lewis <plewis@ocalafl.gov>; Shayatta J. Roberts <SJRoberts@ocalafl.gov>; Christopher Watt <CWatt@ocalafl.gov>
Subject: Change Orders for TEL/13-002 and TEL/16-253

Good morning all,

I spoke with Janice about OFN's need to process change orders to the contracts referenced above prior to the FY23 cut-off this week in order to keep critical internet bandwidth availability for the City. In accordance with Procurement Policy No. PRO-060, Section VII – Emergency or Critical Purchases, Janice has authorized us to approve the change orders so that the outstanding invoices can be paid and there will not be a disruption of essential operations.

Procurement staff will conduct research over the next week to piece together the history of the underlying contracts. I understand that Tiffany and Corrin may have instructed the department to set up these limitless contracts and would allow payments to be perpetually processed against them as "master service agreements." As you all are aware, we have been working hard to clean up contracts of this type over the last several months. Once we have an accurate understanding of the contract history, we will likely close these contracts and start new contracts that more clearly depict expenditures and authorizations for same. These new contracts will be taken to Council to obtain the requisite authority to make future purchases.

Thanks for your help.

Daphne



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