City of Milpitas
Approved Minutes
Telecommunications Commission
February 27, 2017

I. Call to Order & Roll Call:

Telecom Chair Albert Alcorn called the meeting to order.

Members Present: A. Alcorn, D. Gupta, W. Lam, H. Tran, S. Singh, I. Munir, E. Bautista, N. Gupta, A. Bao (Alt 1), A. Bkathavatchalam (Alt2)

Members Absent, K. Bohan

I.S. Staff: M. Schwarz, E. Pasion

II. Pledge of Allegiance:

The members of the Commission recited the Pledge of Allegiance.

III. Announcements:

Staff noted that the annual commissioners' brunch is scheduled for Saturday, April 29, 2017. RSVPs will be sent out to all commissioners interested in attending. Staff also distributed the Form 700 submittal documents to all the commissioners.

IV. Approval of the Agenda:

Motion to approve the agenda as submitted.

M/S N. Gupta / E. Bautista Ayes: 9

V. Approval of the Minutes:

Motion to approve the minutes for January 23, 2017.

M/S D. Gupta / E. Bautista Ayes: 9

VI. Citizen's Forum:

No comments made from the public.

VII. New and Continued Business:

1. Update on City Wide Network Upgrade.

Mr. Matthias Schwaz, Information Services Telecom Manager, reported to the commission on the planned city wide network upgrade and its proposed timeline for completion.

The upgrade takes into account the existing network equipment that was first installed in 2008. The five replacement program will address the current network equipment in use and the likelihood of the equipment no longer available or supported by its existing vendors. The high rate of failure will only increase as time and continued usage complies over the coming years.

Staff addressed that areas of the city's network involving microwave technologies, existing copper wire connections, voice, data, switching

equipment, wireless connectivity, infrastructure security and finally overall management needs of the city's data infrastructure network.

As part of the transition of equipment staff has proposed a five phase plan to address the scope work needed to complete this network upgrade: Phase 1 Strategic Planning and Budget Report: Phase 2 Requirements Documentation and RFP: Phase 3 Vendor Evaluation and Selection: Phase 4 Project Management and Phase 5 Consulting Support Plan. Costs of all five phases at $19, 305.00.

The proposed timeline for the network upgrade would start in March 2017 with an estimated completion date of March 2018.

The commissioners asked whether staff can handle the review and implementation of the project. Staff noted that it seeks to have vendor assistance in the review and implementation of the network upgrade project due to the lack of in-house staff and time available to review and carry through with implementation. It will also give the city's an advantage of what network vendors are actively finding and using for new network projects that would benefit that city's needs to the project.

Staff will continually update the progress to the commission on a high level and assure that it's the ability to review and provide input as the progress of the network project move forward.

Motion to accept the staff report and planned citywide network upgrade strategy, recommend staff move forward with consultant engagement and finally recommend that city council approve implementation methodology and lease financing approach after request for proposal of the network upgrade project as outlined in the presentation.

M/S N. Gupta / E. Bautista Ayes: 9

2. Coding for America

Commissioner Bkathavatchalam requested that this presentation be moved to the next meeting on March 20th, 2017.

3. January 2017 Monthly Report

Staff provided updates on going technology projects for January 2017.

Commissioner Arun asked about the GIS map report. Staff noted that the city's GIS program routinely joins other local agencies when an updated flyover maps is being scheduled saving the department money and time while receiving an updated city GIS base map.

Motion to note, receipt and file.

M/S N. Gupta / D. Gupta Ayes: 9

5. Round Table Discussion

Commissioner N. Gupta reported on new medical optical laser technology being used in his industry.

Commissioner Bautista commented on the recent intersection accident and the city's traffic camera.

Commissioner Bkathavatchalam asked for extra information on the city's fiber optic data network. Chair Alcorn asked staff to have a presentation regarding the city's fiber optic map for the March 20th meeting.

VIII. Adjournment of Meeting:

Next meeting will be Monday, March 20, 2017, at Milpitas City Hall.