

BOARD MEETING DATE: April 3, 2026

AGENDA NO. 11

PROPOSAL: Execute Contract for Office Data Cable Infrastructure, Issue Purchase Order for Modular Furniture Systems Moving Services, and Transfer and Appropriate Funds

SYNOPSIS: On November 7, 2025, the Board approved the release of RFP #2026-04 to solicit proposals to upgrade and install office data cabling infrastructure, and RFQ #2026-01 to solicit quotations to provide services to move modular office furniture. Six proposals were received in response to the RFP and four proposals were received in response to the RFQ. This action is to: (1) execute a contract with NetCentra, Inc. for the upgrade and installation of office data infrastructure in the amount of \$382,010, (2) issue a purchase order to National Relocation Services, Inc. for modular furniture moving services in the amount of \$145,749, and (3) transfer and appropriate \$527,759 from the General Fund Undesignated (Unassigned) Fund Balance to Information Management's FY 2025-26 Budget, Capital Outlays Major Object in the amount of \$382,010 and District General – Administrative and Human Resources' FY 2025-26 Budget, Services and Supplies Major Object in the amount of \$145,749.

COMMITTEE: Administrative, March 13, 2026; Recommended for Approval

RECOMMENDED ACTIONS:

1. Appropriate \$527,759 from the General Fund Undesignated (Unassigned) Fund Balance to the FY 2025-26 Budget as follows:
 - a. Information Management's Budget, Capital Outlays Major Objects, Capital Outlays Account in the amount of \$382,010; and
 - b. District General – Administrative and Human Resources' Budget, Services and Supplies Major Object, Professional and Special Services Account in the amount of \$145,749.
2. Authorize the Executive Officer to execute a contract with NetCentra, Inc. in an amount not to exceed \$382,010 for the upgrade and installation of office data cable infrastructure; and

3. Authorize the Procurement Manager to issue a purchase order to National Relocation Services, Inc. in an amount not to exceed \$145,749 for moving modular furniture systems.

Wayne Natri
Executive Officer

AJO:RMM

Background

The Engineering and Permitting division is currently located on multiple floors throughout the South Coast AQMD headquarters. As part of ongoing efforts to increase operational efficiency and productivity, a reconfiguration plan was developed to consolidate the division's workspace.

The third floor-south section is occupied with approximately 130 cubicles. After the reconfiguration, approximately 140 work cubicles will be reconfigured for the third floor, to better align work units with teams closer to their supervisors and to relocate Engineering and Permitting staff to the third floor.

On November 7, 2025, South Coast AQMD released RFQ #Q2026-01 to solicit quotations from vendors to provide moving services for modular furniture systems moving services at South Coast AQMD headquarters.

Additionally, on November 7, 2025, South Coast AQMD released RFP #P2026-04 to solicit proposals from vendors to upgrade and install the office data cabling infrastructure. The upgrade and installation required will support the increased capacity and update the technology.

Outreach

In accordance with South Coast AQMD's Procurement Policy and Procedure, a public notice advertising the RFP and RFQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin. In addition, sixteen copies of RFQ #Q2026-01 were sent by electronic mail to local vendors that provide such services.

Additionally, potential bidders may have been notified utilizing South Coast AQMD's own electronic listing of certified minority vendors. Notice of the RFP has been e-mailed to the Legislative Caucuses and various minority chambers of commerce and

business associations and placed on the South Coast AQMD's website (<http://www.aqmd.gov>).

Bid Evaluation

For RFP# P2026-04, eight vendors attended the mandatory bidders conference held in-person on December 2, 2025. Six proposals were received when final bidding closed at 1:00 p.m. on January 9, 2026. Of the six proposals received, three were complete and met RFP requirements and three were deemed not qualified. The proposals were evaluated by a three-member panel consisting of an Information Technology Supervisor, a Systems and Programming Supervisor, and a Senior Information Technology Specialist.

For RFQ #Q2026-01, five vendors attended the mandatory bidders conference held by Zoom on December 4, 2025. Four proposals were received when final bidding closed at 2:00 p.m. on January 9, 2026. All four proposals were complete and met RFP requirements. The proposals were evaluated by a three-member panel consisting of a Business Services Manager, a Building Maintenance Manager, and a Facilities Services Technician.

Proposal

The proposal requests Board authorization for the Executive Officer to execute a contract with NetCentra, Inc. in the amount of \$382,010 for the upgrade and installation of the office data cabling infrastructure. NetCentra, Inc. received the highest total score in the evaluation process. The company is a Southern California-based network cabling installation services provider that has been delivering tailored IT and communications solutions since 1989. Their experience includes structured cabling, fiber optic installations, and network infrastructure for office environments, data centers, and multi-site facilities. NetCentra, Inc. has completed projects for a range of industries and scales, from smaller office deployments to large, distributed environments. Their installation teams follow recognized industry standards and emphasize quality workmanship and minimal operational disruption to support reliable, secure network connectivity.

The proposal also requests Board authorization for the Procurement Manager to issue a purchase order in the amount of \$145,479 to National Relocation Services, Inc. for modular furniture systems moving services. National Relocation Services, Inc. (NRS, Inc.) received the highest total score in the evaluation process. The company has over 30 years of experience in comprehensive furniture management services, which include project and move coordination and management, furniture installation and reconfigurations, and facilities management. NRS, Inc. currently provides South Coast AQMD with monthly maintenance modular furniture systems moving services, as well as having experience working with other government agencies.

This proposal requests a transfer of \$527,759 from the General Fund Undesignated (Unassigned) Fund Balance to fund the proposed services expenditures. The requested transfer would be distributed as follows: \$382,010 to Information Management's Budget, Capital Outlays Major Objects, Capital Outlays account and \$145,479 to the District General – Administrative and Human Resources' Budget, Services and Supplies Major Object, Professional and Special Services account.

The modernization and reorganization of the third floor will be completed over multiple phases to minimize disruption to staff. The anticipated timeline for completion is 60 to 90 days.

Resource Impacts

Sufficient funds are available from the General Fund Undesignated (Unassigned) Fund Balance.

Resource Impacts

Attachment 1 – Bid Evaluation Summary for RFP #P2026-04

Attachment 2 – Bid Evaluation Summary for RFQ #Q2026-01

ATTACHMENT 1

Bid Evaluation Summary for RFP #P2026-04 Office Data Cable Infrastructure

Name	Proposed Cost	Standard Services Criteria	Cost	Additional Points*	Total Points
NetCentra, Inc.	\$382,009.91	46	50	17	113
Veterans Communications, Inc.	\$437,751.97	48	44	15	107
Baker Energy & Renewables, LLC	\$621,025.00	49	31	0	80

* Max 15 pts. (Small Business, DVBE, Local Business, Off-Peak Hours, Low-Emission Vehicle).
Max 17 pts applicable for Most Favorable Customer.

ATTACHMENT 2

Bid Evaluation Summary for RFQ #Q2026-01 Modular Furniture Systems Moving Services

Name	Proposed Cost**	Standard Services Criteria	Cost	Additional Points*	Total Points
National Relocation Services, Inc.	\$145,749	68.33	8.4	17	93.73
The Office Furniture Solutions	\$40,730	40.33	30.0	15	85.33
Final Installment	\$133,375	57.67	9.2	15	81.87
MEK Enterprises	\$74,338	53.00	16.4	4	73.40

* Max 15 pts. (Small Business, DVBE, Local Business, Off-Peak Hours, Low-Emission Vehicle).

Max 17 pts applicable for Most Favorable Customer.

** Proposal Cost listed includes a 10% contingency amount.