

**SOUND TRANSIT  
STAFF REPORT**

**MOTION NO. M2006-02**

**Contract for Technology and Computer Hardware Services**

<b>Meeting:</b>	<b>Date:</b>	<b>Type of Action:</b>	<b>Staff Contact:</b>	<b>Phone:</b>
Finance Committee	01/05/06	Discussion/Possible Action	Hugh Simpson, CFO <b>Kevin Crawford,</b> IT Division Manager	(206) 398-5082 (206) 398-5137

<b>Contract/Agreement Type:</b>	✓	<b>Requested Action:</b>	✓
Competitive Procurement	✓	Execute New Contract/Agreement	✓
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)		Budget Amendment	

**PROJECT NAME**

Yearly Contract with Dell for 2006

**PROPOSED ACTION**

Authorizes the Chief Executive Officer to execute a contract with Dell to provide technological and computer hardware services for 2006, update agency systems, and fulfill technological project requirements for a total authorized contract amount not to exceed \$750,000.

**KEY FEATURES of PROPOSED ACTION**

- This contract will authorize the Information Technology department to contract with Dell for providing on-going support and procurement of technological and computing systems in 2006, update agency systems, and fulfill technological project requirements as directed by the Technology Steering Committee.
- Procurements will include the replacement of aging hardware and purchase of new hardware for approved agency projects.
  - Aged hardware replacement, include workstations, monitors and servers as follows:
    - Workstation: 3 Years
    - Monitor: 3 Years
    - Server: 3 – 5 Years
  - Hardware requirements for projects approved by Sound Transit's Technology Steering Committee.

**BUDGET IMPACT SUMMARY**

There is no action outside of the Board-adopted budget; there are no contingency funds required, no subarea impacts, or funding required from other parties other than what is already assumed in the financial plan.

**BUDGET and FINANCIAL PLAN DISCUSSION**

The proposed action is consistent with the Adopted 2006 Budget and is affordable within the agency’s long-term financial plan and subarea financial capacity. The action will have no new revenue impact on Sound Transit.

The contract includes both capital and expense procurements. Procurements will be charged to IT, Department and Project budgets (as approved for 2006).

- IT Capital: \$335,000
- IT Expense: \$285,000
- Department: \$ 80,000 (peripheral equipment requested by department)
- Project: \$ 50,000 (peripheral equipment requested for project)

Expenditures for this contract are charged to three different areas; computer equipment over \$5,000 is charged to administrative capital; computer equipment less than \$5,000 is charged to the staff operating budget; and computer equipment requested by capital projects will be charged to the applicable project within the administrative phase.

**BUDGET TABLE**

Summary for Board Action (Year of Expenditure \$000)

Action Item: Contract for Information Technology Equipment (DELL)

	(A) Current Approved Contract Value	(B) Spent to Date	(C) Proposed Action	(D) Proposed Total Contract Value
<b>Contract Budget:</b>				
Workstation & Monitors			285	285
Servers			335	335
Peripheral Equipment for Departments			80	80
Peripheral Equipment for Projects		-	50	50
<b>Total</b>	-	-	750	750
Percent Contingency	0%		0%	0%

	Adopted 2006 Budget	Spent to Date	This Action	Suplus
<b>Staff and Direct charge Budget</b>				
1 Staff Operating Budget	551		365	186
2 Administrative Capital	335		335	-
3 Capital Projects Administrative Phase Budget	50		50	-
<b>TOTAL</b>	<b>936</b>	-	<b>750</b>	<b>186</b>

1 Budget for item 1 is included in the Adopted 2006 Budget in the Staff Operating budget on Page 158.

2 Administrative Capital items are on page 213 of the Adopted 2006 budget.

3 Item 3 is included in the applicable capital projects administrative phase budget.

## **M/W/DBE – SMALL BUSINESS PARTICIPATION**

### **Prime Consultant/Contractor**

This contract “piggy-backs” onto the Western States Contracting Alliance (WSCA) contract for Dell Business Solutions Hardware. As such, goals for participation were not established by Sound Transit. Due to the nature of this procurement, it is also unlikely that subcontracting was reasonably achievable as the products are purchased from and delivered directly by Dell.

### **EEO Commitment**

Dell is committed to Equal Employment Opportunity and Affirmative Action. Of its nationwide workforce reported in its 2005 Employer Information Report of 25,604 employees, 8,254 (32.2%) are people of color, and 7,816 (30.5%) are women.

## **PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION**

Piggy-backing onto the Western States Contracting Alliance (WSCA) contract for Dell Business Solutions Hardware allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.

### **CONSEQUENCES of DELAY**

A delay in contract approval would prevent Sound Transit from being able to pay for maintenance and/or procure any of the above hardware/systems as required. Sound Transit will also lose maintenance support for current hardware/systems. Resumption of maintenance support, after lapse, would incur significant penalties.

### **ENVIRONMENTAL COMPLIANCE**

Not applicable to this action.

### **LEGAL REVIEW**

JW 12/28/05

**SOUND TRANSIT**

**MOTION NO. M2006-02**

A motion of the Finance Committee of the Central Puget Sound Regional Transit Authority authorizing the Chief Executive Officer to execute a contract with Dell to provide technological and computer hardware services for 2006, update agency systems, and fulfill technological project requirements for a total authorized contract amount not to exceed \$750,000.

**Background:**

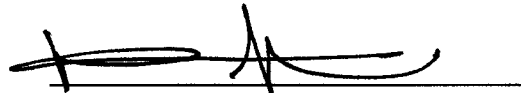
This contract will authorize a contract with Dell for providing on-going support and procurement of technological and computing systems in 2006, update agency systems, and fulfill technological project requirements as directed by the Technology Steering Committee.

Piggy-backing onto the Western States Contracting Alliance (WSCA) contract for Dell Business Solutions Hardware allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.

**Motion:**

It is hereby moved by the Finance Committee of the Central Puget Sound Regional Transit Authority that the Chief Executive Officer is authorized to execute a contract with Dell to provide technological and computer hardware services for 2006, update agency systems, and fulfill technological project requirements for a total authorized contract amount not to exceed \$750,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 5, 2006.



Fred Butler  
Finance Committee Vice Chair

ATTEST:



Marcia Walker  
Board Administrator