

**SOUND TRANSIT
STAFF REPORT**

MOTION NO. M2008-03

Contract for Technology Hardware

Meeting:	Date:	Type of Action:	Staff Contact:	Phone:
Finance Committee	1/17/08	Discussion/Possible Action	Brian McCartan, CFO Kevin Crawford, CIO	(206) 398-5082 (206) 398-5137

Contract/Agreement Type:	<input checked="" type="checkbox"/>	Requested Action:	<input checked="" type="checkbox"/>
Using other Agency Competitive Contracts	<input checked="" type="checkbox"/>	Execute New Contract/Agreement	<input checked="" type="checkbox"/>
Sole Source		Amend Existing Contract/Agreement	
Agreement with Other Jurisdiction(s)		Budget Amendment	

PROJECT NAME

Contract with Dell for Technology Hardware for 2008

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract with Dell, Inc. to provide hardware maintenance and procurement services for a total authorized contract amount not to exceed \$600,000.

KEY FEATURES of PROPOSED ACTION

- Procurements will include the replacement of aging hardware and purchase new hardware for approved agency projects for both FTE and consulting staff of approximately 800.
 - 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.
- This contract piggy-backs on the Western States Contracting Alliance (WSCA) for Dell Business Solutions Hardware. Using the agreement allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.
- Sound Transit has procured technology hardware through a similar method for the past four years; each with an annual contract to cover the year’s expected expenses.

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 current adopted budget and is affordable within the agency’s long-term financial plan and sub area financial capacity. The action will have no new revenue impact on Sound Transit.

The Dell contract includes \$200,000 for capital and \$400,000 for expense procurements. Procurements will be charged to both IT and other department budgets.

Servers over \$5,000 each are budgeted with the administrative capital budget on page 223 of the Board-Adopted 2008 Budget book. Capital Technology for projects will be charged, as requested, to the agency administration phase of the appropriate project provided it is demonstrated that there is sufficient budget with in the project phase. The agency administration phase budget can be found on pages 89, 107, and 135 of the Board-Adopted 2008 Budget Book for Link, Sounder, and Regional Express respectively. Work Stations and monitors are expense items and are included within the materials and supplies line item on page 178 of the Board-Adopted 2008 Budget.

BUDGET TABLE

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

Budget Summary: This action would authorize xxx for contract for yyy. This amount is within the existing budget

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
Contract Budget:				
Servers			150	150
Capital Technology Hardware for Projects			50	50
Workstation & Monitors			400	400
Total	-	-	600	600
Percent Contingency	0%		0%	0%

Staff and Direct charge Budget	Adopted 2006 Budget	Spent to Date	This Action	Surplus
1 Servers	162		150	12
2 Capital Technology Hardware for Projects	37,418		50	37,368
3 Workstation & Monitors	1,245		400	845
TOTAL	38,825	-	600	38,225

Notes:

- 1 Servers, being over \$5 thousand, are Administrative Capital items and are on page 223 of the Proposed 2008 budget book.
- 2 Capital technology hardware for projects will be charged to the agency administrative phase of the appropriate project. The agency administration phase budget can be found on pages 89, 107, and 135 of the Proposed 2008 Budget Book for Link, Sounder, and Rex respectively.
- 3 Work stations and monitors, being under \$5 thousand, are expense items included within the materials and supplies line item and are on page 178 of the Board-Adopted 2008 budget book.

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 of 83,000 employees, 52% are women and people of color, and 33% are women.

PROJECT DESCRIPTION and BACKGROUND for PROPOSED ACTION

This action will authorize the chief executive officer to execute a contract with Dell, Inc. to provide hardware maintenance and procurement services for desktop, server and data center projects approved by Sound Transit’s Technology Steering Committee for 2008.

This contract piggy-backs on the Western States Contracting Alliance (WSCA) for Dell Business Solutions Hardware. Using the agreement allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.

Sound Transit has procured technology hardware through a similar method for the past four years; each with an annual contract to cover the year’s expected expenses.

CONSEQUENCES of DELAY

If this action is not approved, IT will need to individually procure services and products to pay maintenance and/or procurement on any of the above hardware/systems as required by the agency. The agency may also lose maintenance support for current hardware/systems. Resumption of said maintenance, after a lapse, will incur significant penalties.

PUBLIC INVOLVEMENT

Not applicable to this action.

ENVIRONMENTAL COMPLIANCE

SK 12/26/07

LEGAL REVIEW

JW 12/28/07

SOUND TRANSIT

MOTION NO. M2008-03

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, Inc. to provide hardware maintenance and procurement services for a total authorized contract amount not to exceed \$600,000.

Background:

This action will authorize the chief executive officer to execute a contract with Dell, Inc. to provide hardware maintenance and procurement services for desktop, server and data center projects approved by Sound Transit's Technology Steering Committee for 2008.

This contract piggy-backs on the Western States Contracting Alliance (WSCA) for Dell Business Solutions Hardware. Using the agreement allows Sound Transit to take advantage of a 15% to 40% discount afforded by this multi-agency procurement mechanism.

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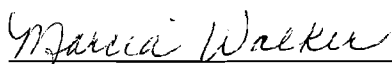
Motion:

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, Inc. to provide hardware maintenance and procurement services for a total authorized contract amount not to exceed \$600,000.

APPROVED by the Finance Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 17, 2008.


Fred Butler
Finance Committee Vice-Chair

ATTEST:


Marcia Walker
Board Administrator