

MOTION NO. M2013-53

Contract for Technology Hardware and Hardware Maintenance Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:	PHONE:
Operations and Administration Committee	7/18/13	Final Action	Jason Weiss, CIO Garv Nayyar, IT Manager	206-398-5293 206-398-5492

PROPOSED ACTION

Authorizes the chief executive officer to execute a one-year contract with Dell, Inc. to provide technology hardware and hardware maintenance services, for a total authorized contract amount not to exceed \$900,000.

KEY FEATURES SUMMARY

- Procurements will include the replacement of aging hardware and the purchase of new hardware for approved agency projects for Sound Transit FTEs and consulting staff.
 - As a general guideline, aged hardware including computer workstations, monitors and servers are budgeted for replacement after 4-5 years.
 - Actual replacement of aged hardware is based on equipment performance, supportability, and cost to maintain to insure the agency enjoys the longest possible useful life from every asset.
 - Additional hardware is needed to support Agency growth. The request includes sufficient funds for planned staff and consultant growth.
- Sound Transit is using a piggy-back contract with the Western States Contracting Alliance (WSCA) Master Price Agreement and Washington State Department of Information Services addendum with Dell Marketing LP for these services.
- Using the WSCA 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 ten years; each with an annual piggy back contract to cover the year's expected expenses.

BACKGROUND

This contract includes sufficient funds for employees and co-located consultants needing new hardware to replace expiring workstations, as well as new hardware for additional positions expected to be filled over the next year. This contract also includes funds for new server hardware required to support approved technology projects.

The maintenance services portion of the contract includes round the clock support for servers, parts, and software replacement, with a four hour response time. Maintenance for workstations, laptops, and monitors includes round the clock support with next business day parts replacement.

The Western States Contracting Alliance (WSCA) allows states to join together in cooperative multi-state contracting in order to achieve cost-effective and efficient acquisition of quality products and services. These contracting initiatives are administered by a western region state and follow a review process managed by the state directors from the western region.

FISCAL IMPACT

Summary for Board Action (X \$1,000)

Action Item: Dell

	Adopted 2013 Budget	Spent to date in 2013	Contract Expenditures 2013	Remaining 2013 Budget
Current Year Budget				
Computer Equipment <\$5,000	620	164	110	345
Adminstration Capital-IT Hardware/Software	3,360	897	90	2,373
Total Account Category	3,980	1,062	200	2,718

Contract Spending Plan	Prior Year(s) Spending	2013 Spending	Future Expenditures	Total
Computer Equipment <\$5,000	-	110	505	615
Adminstration Capital-IT Hardware/Software	-	90	195	285
Total Account Category	-	200	700	900

	Current Approved Contract Value	Spent to Date	Proposed Action	Proposed Total Contract Value
Contract Budget				
Corporate Services & Agency Operations	-	-	900	900
Contingency	-	-	-	-
Total	-	-	900	900
Percent Contingency	-	-	0%	0%

Notes:

Budget for this item is included in the 2013 Transit Improvement Plan and 2013 Adopted Budget. Budget for future years will be requested in future budgets. Year to date spending reflects expenses thru May 31, 2013.

SMALL BUSINESS PARTICIPATION

This contract piggy-backs onto the Western States Contracting Alliance (WSCA) contract for Dell, Inc. As such, goals for participation were not established by Sound Transit.

EQUAL EMPLOYMENT WORKFORCE PROFILE

111,300 employees; 32% women; 52% minorities.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not significantly impact planned hardware procurements.

PRIOR BOARD/COMMITTEE ACTIONS

None.

ENVIRONMENTAL REVIEW

JI 7/2/2013

LEGAL REVIEW

JW 7/12/2013

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A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a one-year contract with Dell, Inc. to provide technology hardware and hardware maintenance services, for a total authorized contract amount not to exceed \$900,000.

BACKGROUND:

Procurements will include the replacement of aging hardware and the purchase of new hardware for approved agency projects for Sound Transit FTEs and consulting staff. As a general guideline, aged hardware including computer workstations, monitors and servers are budgeted for replacement after 4-5 years. Actual replacement of aged hardware is based on equipment performance, supportability, and cost to maintain to insure the agency enjoys the longest possible useful life from every asset. The request includes sufficient funds for planned staff and consultant growth.

This contract includes sufficient funds for employees and co-located consultants needing new hardware to replace expiring workstations, as well as new hardware for additional positions expected to be filled over the next year. This contract also includes funds for new server hardware required to support approved technology projects.

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


MOTION:

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a one-year contract with Dell, Inc. to provide technology hardware and hardware maintenance services, for a total authorized contract amount not to exceed \$900,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 18, 2013.


Paul Roberts
Operations and Administration Committee Chair

ATTEST:


Marcia Walker
Board Administrator