

MOTION NO. M2016-109

Contract for Cellular Services, Hardware, and Related Device Management Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	11/03/2016	Final Action	Brian McCartan, Executive Director of Finance and Information Technology Jason Weiss, Chief Information Officer

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract with Cellco Partnership d/b/a Verizon Wireless through June 30, 2019, to provide cellular services, hardware and related device management services for a total authorized contract amount not to exceed \$1,452,200.

KEY FEATURES SUMMARY

- Sound Transit would execute a “piggy-back” contract based on the State of Washington, Department of Enterprise Services Master contract with Cellco Partnership d/b/a Verizon Wireless for the following services:
 - Monthly cellular subscription fees;
 - The purchase of new wireless access point hardware for data hotspots for Sounder trains;
 - The purchase of new wireless access point hardware for approved Sound Transit FTEs; and
 - Device management software subscriptions
- The State of Washington participates in the Western States Contracting Alliance to consolidate purchasing power and achieve significant discounts on various goods and services.
- Using the State contract allows Sound Transit to take advantage of a 15% to 20% discount afforded by this multi-agency procurement mechanism.
- There are three contract requests for these services. In addition to this action, Motion No. M2016-108 is a contract with AT&T Mobility National Accounts LLC, and a third action with T-Mobile USA, Inc. is within the CEO’s signature authority.

BACKGROUND

The term of the State of Washington, Department of Enterprise Services State contract expires in June 2019. This contract will provide sufficient funds to procure cellular services, devices, and device management subscriptions throughout the contract term. This contract also includes funds for optional additional services for information security and device management.

FISCAL INFORMATION

The proposed action seeks to execute a contract for \$1,452,200 to purchase cellular services and related devices from Cellco Partnership d/b/a Verizon Wireless. Budget authority for 2016 was budgeted in the Finance and Information Technology (FIT) budget. This request will use the FIT budget for all Verizon cellular services and devices purchases.

This action is within the adopted budget and sufficient monies remain after approval of this action to fund the remaining equipment and service purchases. Future year expenses will be included in subsequent annual budgets submitted to the Board for adoption.

**Finance and Information
Technology Department**

	2016 Budget	Actuals to Date	This Action	Actuals to Date Plus Action	Remaining 2016 Budget
Salaries and Benefits	18,680	12,809		12,809	5,871
Services	14,411	8,919	81	9,000	5,411
Materials and Supplies	1,692	1,262	9	1,271	421
Utilities	735	538		538	197
Insurance	6,389	4,103		4,103	2,286
Miscellaneous	528	349		349	179
Leases and Rentals	294	247		247	47
Total Current Budget	42,729	28,227	90	28,317	14,412

Services Detail

Professional & Technical	4,067	2,222	-	2,222	1,845
Temporary	245	277	-	277	(32)
Contract Maintenance	3,121	2,155	81	2,236	885
Other Services	6,978	4,262	-	4,262	2,716
Total Services	14,411	8,916	81	8,997	5,414

Materials and Supplies Detail

Office Supplies	3	2	-	2	2
Computer Software	141	-	-	-	141
Tools and Equipment	815	621	9	630	185
Postage	-	1	-	1	(1)
Other FIT Divisions Materials and Supplies	733	638	-	638	95
Total Material and Supplies	1,692	1,262	9	1,271	422

	Prior Year Spending	Forecast 2016 Spending	Future Expenditures	Total
Contract Spending Plan				
Cellco Partnership d/b/a Verizon Wireless	-	90	1,362	1,452

Contract Detail	Board Approved Contract Value	Contract Actuals to Date	Proposed Action	Proposed Revised Board Approved Contract Value
Cellco Partnership d/b/a Verizon Wireless	-	-	1,452	1,452
Contingency			-	-
Contract Amount - Total	-	-	1,452	1,452
Percent Contingency	0%	0%	0%	0%

Amounts are expressed in Year of Expenditure \$000.

Notes: The actuals to date are as of September 30, 2016. The Finance and Information Technology Budget is located on page 31 of 112 in the Annual Budget.

SMALL BUSINESS/DBE PARTICIPATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Because this contract “piggy-backs” onto the State contract with Cellco Partnership d/b/a Verizon Wireless, goals for participation were not established by Sound Transit.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one-month delay would impact support services from the vendor.

ENVIRONMENTAL REVIEW

JI 10/6/2016

LEGAL REVIEW

JW 10/28/2016

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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 contract with Cellco Partnership d/b/a Verizon Wireless through June 30, 2019, to provide cellular services, hardware and related device management services for a total authorized contract amount not to exceed \$1,452,200.

BACKGROUND:

The term of the State of Washington, Department of Enterprise Services State contract expires in June 2019. This contract will provide sufficient funds to procure cellular services, devices, and device management subscriptions throughout the contract term. This contract also includes funds for optional additional services for information security and device management.

Using the State contract allows Sound Transit to take advantage of a 15% to 20% discount afforded by this multi-agency procurement mechanism

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 contract with Cellco Partnership d/b/a Verizon Wireless through June 30, 2019, to provide cellular services, hardware and related device management services for a total authorized contract amount not to exceed \$1,452,200.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 3, 2016.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator