

MOTION NO. M2016-23
Contract Amendment for Technology Software, Hardware and Related Maintenance Services

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	03/03/2016	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 amendment with Dell Marketing L.P. to provide technology software, hardware and related maintenance services in the amount of \$1,002,720, for a total authorized contract amount not to exceed \$1,200,000.

KEY FEATURES SUMMARY

- Sound Transit currently has a “piggy-back” contract based on the State of Washington, Department of Enterprise Services Master contract with Dell Marketing L.P. for the following services:
 - The replacement of aging hardware;
 - The purchase of new software and hardware for approved agency projects for Sound Transit FTEs and consulting staff; and
 - Maintenance renewals for software, servers and disk storage units.
- The original contract was executed under the CEO’s authority in the amount of \$197,280. The requested funds would provide continued services through the expiration of the current State contract, March 2017.
- 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 40% discount afforded by this multi-agency procurement mechanism.
- Sound Transit has procured technology software and hardware through a similar method for the past ten years, each with a “piggy-back” contract that aligns with State contract terms.

BACKGROUND

In November 2015, Sound Transit executed a short-term contract under the Washington State Department of Enterprise Services (DES) Master contract with Dell Marketing L.P. to evaluate the best procurement options for the agency. After an initial trial period, IT has determined to continue purchasing from Dell Marketing L.P. to meet the agency’s needs.

The term of the State of Washington, Department of Enterprise Services State contract expires in March 2017. This contract amendment will provide sufficient funds to procure workstations and replacement hardware for employees and co-located consultants, as well as obtain new hardware for additional positions expected to be filled throughout the contract term. This contract also includes funds for maintenance renewals on server hardware required to support approved technology projects.

The maintenance services portion of the contract includes 24-hour support for servers, parts, and software replacement, with a four-hour response time. Maintenance for workstations, laptops, and monitors includes 24-hour support with next business day parts replacement.

FISCAL INFORMATION

The proposed action seeks to add \$1,002,720 in additional contract authority to purchase Dell Computer equipment, software and related maintenance services. Budget authority for the 2016 portion of the original Dell contract was budgeted in the Finance and Information Technology (FIT) budget and in the Information Technology Program budget. This request will use the FIT budget for all Dell computer equipment purchases.

	Adopted 2016 Budget	Spent to date in 2016	2016 Contract Expenditures	Remaining 2016 Budget
Finance and Information Technology				
Material & Supplies	1,692	-	700	992
Other Categories	41,068	-	-	41,068
Total FIT Budget ¹	42,760	-	700	42,060

	Prior Year(s) Spending	2016 YTD Spending	2016 Future Contract Expenditures	Total
Contract Spending Plan				
Dell, Inc	-	-	700	700
Dell, Inc	-	-	700	700

	Current Approved Contract Value		Proposed Action	Proposed Total Contract Value
Contract Budget				
Dell, Inc	197		1,003	1,200
Contingency	-		-	-
Total	197		1,003	1,200
Percent Contingency	0%		0%	0%

Notes:

¹. 2016 FIT budget adopted by the Board on December 17, 2015.

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

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 Dell Marketing L.P., 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 2/24/2016

LEGAL REVIEW

JW 2/25/2016

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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 amendment with Dell Marketing L.P. to provide technology software, hardware and related maintenance services in the amount of \$1,002,720, for a total authorized contract amount not to exceed \$1,200,000.

BACKGROUND:

In November 2015, Sound Transit executed a short-term contract under the Washington State Department of Enterprise Services (DES) Master contract with Dell Marketing L.P. to evaluate the best procurement options for the agency. After an initial trial period, IT has determined to continue purchasing from Dell Marketing L.P. to meet the agency's needs.

Sound Transit currently has a "piggy-back" contract based on the State of Washington, Department of Enterprise Services Master contract with Dell Marketing L.P. for replacement of aging hardware, the purchase of new software and hardware for approved agency projects for Sound Transit FTEs and consulting staff and maintenance renewals for software, services and disk storage units.

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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 amendment with Dell Marketing L.P. to provide technology software, hardware and related maintenance services in the amount of \$1,002,720, for a total authorized contract amount not to exceed \$1,200,000.

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



John Marchione
Operations and Administration Committee Vice Chair

ATTEST:



Kathryn Flores
Board Administrator