

MOTION NO. M2016-39

Contract Amendment for Electrical Supplies

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	04/07/2016	Final Action	Brian McCartan, Executive Director of Finance and Information Technology Jason Weiss, Chief Information Officer Chris Jefferies, IT Transit Systems Manager

PROPOSED ACTION

Authorizes the chief executive officer to execute a contract amendment with Consolidated Electrical Distributors, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$383,600, for a total authorized contract amount not to exceed \$548,000.

KEY FEATURES SUMMARY

- Sound Transit currently has a “piggyback” contract through the State of Washington, Department of Enterprise Services (DES) Master Contract with Consolidated Electrical Distributors, Inc. The contract is for electrical supplies including wiring, breakers, connectors, etc. by various manufacturers.
- Sound Transit has procured electrical supplies through a similar method for the past four years, each with a “piggyback” contract that aligns with state contract terms.
- The original contract was executed under the CEO’s authority in the amount of \$164,400. The requested funds would provide continued services through the expiration of the current state contract in August 2017.
- The State of Washington DES 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-percent discount afforded by this multi-agency procurement mechanism.

BACKGROUND

In October 2014, Sound Transit executed a contract under the Washington State DES Master Contract with Consolidated Electrical Distributors, Inc. (CED) to procure electrical supplies for the Transit Systems and Infrastructure groups within the Information Technology Division.

The term of the Washington State DES Master Contract with CED was extended as of August 2015 to expire in August 2017. This contract amendment will provide sufficient funds to procure electrical supplies for IT throughout the contract term.

The Transit Systems group uses a variety of contracts for electrical supplies, small hardware, and other hardware supplies to ensure that the often unique and hard-to-find items are available at the best price offered. The contract will be used for will-call purchasing of electrical supplies on an as-needed basis.

FISCAL INFORMATION

The proposed action seeks to add \$383,600 in additional contract authority to purchase a variety of electrical supplies. Budget authority for the 2016 portion of the original CED 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 CED electrical supply purchases.

	Adopted 2016 Budget	Spent to date in 2016	2016 Contract Expenditures	Remaining 2016 Budget
Finance and Information Technology				
Materials and Supplies	1,692	68	75	1,549
Other Categories	41,068	4,772	-	36,296
Total FIT Budget	42,760	4,840	75	37,845

	Prior Year(s) Spending	2016 Spending	Future Spending	Total
Contract Spending Plan				
Consolidated Electrical	104	75	369	548
Total Consolidated Electrical	104	75	369	548

	Current Approved Contract Value		Proposed Action	Proposed Total Contract Value
Contract Budget				
Consolidated Electrical	164		384	548
Contingency	-		-	-
Total	164		384	548
Percent Contingency	0%		0%	0%

Notes:
 Finance and Information Technology budget can be found on page 31 of the 2016 Adopted Budget. Year-to-date spending as of February 29, 2016.

This action is within the adopted budget and sufficient monies remain after approval of this action to fund the remaining electrical supply 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 “piggybacks” onto the state contract with Consolidated Electrical Distributors, Inc., 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 3/8/2016

LEGAL REVIEW

LA 31 March 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 Consolidated Electrical Distributors, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$383,600, for a total authorized contract amount not to exceed \$548,000.

BACKGROUND:

In October 2014, Sound Transit executed a contract under the Washington State DES Master Contract with Consolidated Electrical Distributors, Inc. (CED) to procure electrical supplies for the Transit Systems and Infrastructure groups within the Information Technology Division.

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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 Consolidated Electrical Distributors, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$383,600, for a total authorized contract amount not to exceed \$548,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on April 7, 2016.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator