

**MOTION NO. M2017-05**
**Ratify a Contract Amendment for Information Technology Equipment and Software**

<b>MEETING:</b>	<b>DATE:</b>	<b>TYPE OF ACTION:</b>	<b>STAFF CONTACT:</b>
Operations and Administration Committee	01/05/2017	Final Action	Jason Weiss, Deputy Executive Director/Chief Information Officer <b>Garv Nayyar, Information Technology Manager</b>

**PROPOSED ACTION**

Ratifies a contract amendment with Softchoice Corporation to provide technology hardware, software, peripherals, software licenses, and maintenance services through January 2017, in the amount of \$20,000 for a total authorized contract amount not to exceed \$520,000.

**KEY FEATURES SUMMARY**

- The additional \$20,000 will allow Sound Transit to pay a final invoice for a Vulnerability Management software subscription through August 2017. The software was purchased through Softchoice to provide Sound Transit with a network vulnerability monitoring application offered by Qualys, Inc.
- The original contract was executed under the CEO's authority in the amount of \$197,100, and was previously amended by the Operations and Administration Committee in 2015 to increase the contract to \$500,000 to cover procurement needs through January 2017.
- Sound Transit uses the Softchoice contract to:
  - purchase technology peripherals such as digital cameras, power supplies, hard drives, memory, Apple products, tablets, etc.;
  - procure software licenses and maintenance renewals for hardware and software; and
  - purchase new hardware for approved agency projects for Sound Transit FTEs and consulting staff.

**BACKGROUND**

Softchoice has been providing the agency with these services for the past three years and the contract ratification will provide authority to remit on the invoice for the Qualys, Inc. network vulnerability monitoring application.

The federal Cooperative Purchasing Program allows authorized State and local government entities access to information technology items offered under U.S. General Services Administration's (GSA) Schedule 70.

Sound Transit currently uses a GSA contract with Softchoice Corporation to provide agency-wide technology hardware, software, peripherals, software licenses and maintenance services at all facilities. Use of the GSA Softchoice contract provides a 15% to 30% discount.

**FISCAL INFORMATION**

The proposed action seeks to add \$20,000 in additional contract authority to Softchoice Corporation to purchase technology hardware, software, licenses and maintenance services.

Funding for this contract ratification will come from the IT staff operating budget and is included in the 2017 adopted budget.

Finance and Information Technology Budget	2017 Annual Operating Budget	Actuals to Date	This Action	Actuals to Date Plus Action	Remaining Annual Operating Budget
Salaries and Benefits	20,563	-		-	20,563
Services	14,800	10	20	30	14,770
Materials and Supplies	1,627	-	-	-	1,627
Utilities	953	-		-	953
Insurance	7,482	-		-	7,482
Miscellaneous	522	-		-	522
Leases and Rentals	415	-		-	415
<b>Total Current Budget</b>	<b>46,362</b>	<b>10</b>	<b>20</b>	<b>30</b>	<b>46,332</b>

Contract Spending Plan	Forecast			Total
	Prior Year(s) Spending	2017 Spending	Future Expenditures	
Softchoice Corporation	490	30	-	520

Contract Detail	Board Approved Contract Value	Contract Actuals to Date	Proposed Action	Proposed Revised Board Approved Contract Value
Softchoice Corporation	500	490	20	520
Contingency	-	-	-	-
<b>Contract Amount - Total</b>	<b>500</b>	<b>490</b>	<b>20</b>	<b>520</b>
Percent Contingency	0%	0%	0%	0%

Amounts are expressed in Year of Expenditure \$000.

Notes: The Finance and Information Technology Department Budget is located on page 21 of 64 in the 2017 Budget Book.

## SMALL BUSINESS PARTICIPATION

The contract set forth under this Purchase Order aligns with the terms and conditions of the General Service Administration (GSA) contract held by Softchoice Corporation. As such, goals for small business participation were not established by Sound Transit.

## TIME CONSTRAINTS

A one month delay would have impact on remitting on the invoice due.

## PRIOR BOARD/COMMITTEE ACTIONS

Motion No. M2015-38: Authorized the chief executive officer to execute a contract amendment with Softchoice Corporation to provide technology hardware, software, peripherals, software licenses, and maintenance services through January 2017, in the amount of \$302,900 for a total authorized contract amount not to exceed \$500,000.

## ENVIRONMENTAL REVIEW

Jl 12/30/2016

## LEGAL REVIEW

JW 12/30/2016

**MOTION NO. M2017-05**

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority ratifying a contract amendment with Softchoice Corporation to provide technology hardware, software, peripherals, software licenses, and maintenance services through January 2017, in the amount of \$20,000 for a total authorized contract amount not to exceed \$520,000.

**BACKGROUND:**

The additional \$20,000 will allow Sound Transit to pay a final invoice for a Vulnerability Management software subscription through August 2017. The software was purchased through Softchoice to provide Sound Transit with a network vulnerability monitoring application offered by Qualys, Inc.

Softchoice has been providing the agency with these services for the past three years and the contract ratification will provide authority to remit on the invoice for the Qualys, Inc. network vulnerability monitoring application.

The federal Cooperative Purchasing Program allows authorized State and local government entities access to information technology items offered under U.S. General Services Administration's (GSA) Schedule 70.

Sound Transit currently uses a GSA contract with Softchoice Corporation to provide agency-wide technology hardware, software, peripherals, software licenses and maintenance services at all facilities. Use of the GSA Softchoice contract provides a 15% to 30% discount.


**MOTION:**

It is hereby moved by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority to ratify a contract amendment with Softchoice Corporation to provide technology hardware, software, peripherals, software licenses, and maintenance services through January 2017, in the amount of \$20,000 for a total authorized contract amount not to exceed \$520,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on January 5, 2017.

  
Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
Kathryn Flores  
Board Administrator