

MOTION NO. M2017-121

**Contract Award for On-Call Web Developer Services**

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations & Administrative Committee	11/02/2017	Final Action	Brian McCartan, Executive Director of Finance and Information Technology <b>Jason Weiss, Chief Information Officer</b>

PROPOSED ACTION

Authorizes the chief executive officer to execute a three-year contract with two one-year options to extend with FCV USA, Inc. to provide on-call web developer services for a total authorized contract amount not to exceed \$3,432,000.

KEY FEATURES SUMMARY

- Sound Transit currently maintains and operates two web sites, soundtransit.org for the desktop and m.soundtransit.org for mobile devices, and is currently in the process of redesigning and redeveloping them into a single responsive site that will show the appropriate format for the device on which it is being viewed.
- The web sites provide trip planning and real-time arrival information via an interactive map, Link light rail, Sounder commuter rail and ST Express bus schedules and schedule alerts, Sound Transit news and information including the latest updates on capital projects and plans, and serve as the portal for accessing Sound Transit Board activity and records.
- Under this contract, FCV USA, Inc. will assist agency staff in the development and testing of the web site along with the maintenance and enhancement of the site.

BACKGROUND

Aligned with Sound Transit’s objective of increasing ridership, soundtransit.org is the main channel for customer and community information and site traffic. Use of the sites is growing rapidly as ridership grows, especially from mobile devices.

Sound Transit has learned through user research and expert/peer review that the currently deployed web site solution is not adequate to meet customer and community stakeholder needs. In addition, the existing model results in duplicated efforts (with separate web templates for desktop and mobile users) and is difficult for the Information Technology development team and web content providers to maintain. As a result, the agency will completely redesign the web site using modern responsive development tools and technology to offer a single solution that adapts to the device which it is being viewed.

Due to the need to redesign the website, Sound Transit Information Technology requested submittals for a vendor to provide coding development, testing and ongoing maintenance, and website enhancements.

PROCUREMENT INFORMATION

On June 30, 2017, the Agency solicited proposals for On-Call Web Developer Consulting Services. Sound Transit received 14 proposals.

Sound Transit’s evaluation team determined that FCV USA, Inc.’s proposal is the response that best meets the evaluation criteria, offered the best value, and is in the best interest of Sound Transit.

FISCAL INFORMATION

The proposed action will be funded from the services category within the Finance and Information Technology department’s annual operating budget. The 2017 services category budget is \$17,281,428 of which \$6,522,848 has been spent August year-to-date. Of this contract, a total of \$70,000 is estimated to be spent in 2017 and is within the agency’s budget authority. With approval of this action, the remaining annual budget amount is sufficient to fund other department expenditures anticipated in the 2017 annual budget.

Funding for the additional years of the contract will be included in future annual budget requests.

**Finance and Information Technology**

(in thousands)

Cost Category	2017 Annual Operating Budget	Actuals to Date	This Action - Current Year Impact	Actuals to Date Plus Action	Remaining Annual Operating Budget
Salaries and Benefits	\$20,981	\$12,582	\$	\$12,582	\$8,399
Services	17,281	6,523	70	6,593	10,688
Materials and Supplies	1,582	1,334		1,334	248
Utilities	953	636		636	316
Insurance	7,482	3,741		3,741	3,741
Miscellaneous	509	356		356	153
Leases and Rentals	415	225		225	190
<b>Total Annual Operating Budget</b>	<b>\$49,203</b>	<b>\$25,396</b>	<b>\$70</b>	<b>\$25,466</b>	<b>\$23,736</b>

  

Contract Spending Plan	Prior Year Spending	Forecast 2017 Spending	Future Expenditures	Total
FCV USA, Inc	\$	\$70	\$3,362	\$3,432

  

Contract Detail	Board Approved Contract Value	Contract Actuals to Date	Proposed Action	Proposed Revised Board Approved Contract Value
FCV USA, Inc.				
Services	\$	\$	\$3,432	\$3,432
Contingency			-	-
<b>Contract Amount - Total</b>	<b>\$</b>	<b>\$</b>	<b>\$3,432</b>	<b>\$3,432</b>
Percent Contingency	0%	0%	0%	0%

**Notes:**  
 Actuals to date are thru August 31, 2017.  
 Budget detail can be found on page 29 of the Adopted 2017 Budget book.

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Small Business and DBE goals are based upon an examination of subcontracting opportunities contained in the work of this contract and the number of Small Businesses/DBEs available to perform such subcontracting work.

Sound Transit determined that there were few Small Business and DBE subcontracting opportunities based upon the work described in this contract, so Small Business/DBE goals were not established.

#### PUBLIC INVOLVEMENT

Not applicable to this action.

#### TIME CONSTRAINTS

A one-month delay would create an impact to the project schedule.

#### ENVIRONMENTAL REVIEW

KH 9/26/17

#### LEGAL REVIEW

JW 9/29/17



**MOTION NO. M2017-121**

A motion of the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a three-year contract with two one-year options to extend with FCV USA, Inc. to provide on-call web developer services for a total authorized contract amount not to exceed \$3,432,000.

**BACKGROUND:**

Sound Transit currently maintains and operates two web sites, soundtransit.org for the desktop and m.soundtransit.org for mobile devices, and is currently in the process of redesigning and redeveloping them into a single responsive site that will show the appropriate format for the device on which it is being viewed. The web sites provide trip planning and real-time arrival information via an interactive map, Link light rail, Sounder commuter rail and ST Express bus schedules and schedule alerts, Sound Transit news and information including the latest updates on capital projects and plans, and serve as the portal for accessing Sound Transit Board activity and records.

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Sound Transit has learned through user research and expert/peer review that the currently deployed web site solution is not adequate to meet customer and community stakeholder needs. In addition, the existing model results in duplicated efforts (with separate web templates for desktop and mobile users) and is difficult for the Information Technology development team and web content providers to maintain. As a result, the agency will completely redesign the web site using modern responsive development tools and technology to offer a single solution that adapts to the device which it is being viewed.

**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 three-year contract with two one-year options to extend with FCV USA, Inc. to provide on-call web developer services for a total authorized contract amount not to exceed \$3,432,000.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 2, 2017.

  
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Paul Roberts  
Operations and Administration Committee Chair

ATTEST:

  
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Kathryn Flores  
Board Administrator