

MOTION NO. M2017-62
Contract Amendment for Labor and Contract Compliance Systems

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Operations and Administration Committee	05/04/2017	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 LCPtracker, Inc. to provide software maintenance for a labor and contract compliance system through May 2019 in the amount of \$177,105, for a total authorized contract amount not to exceed \$351,770.

KEY FEATURES SUMMARY

- Sound Transit currently has a “piggy-back” contract based on the US General Services Administration (GSA) Master contract with LCPtracker, Inc. for the following software maintenance:
 - LCPtracker workforce tracking system;
 - B2GNOW contract compliance module; and
 - Related services for developing custom reports
- The labor and contract compliance system allows Sound Transit to meet Davis-Bacon and Washington State prevailing wage reporting requirements and provides contract award diversity reporting for the Federal Transit Administration (FTA).
- The original contract was executed under the CEO’s authority in the amount of \$174,664. The requested funds would provide continued services through the expiration of the current GSA contract, in May 2019.
- Using the GSA contract allows Sound Transit to take advantage of a 10 percent discount over list pricing.

BACKGROUND

In February 2015, Sound Transit executed a contract under the US General Services Administration Master contract with LCPtracker, Inc. to establish a software system for labor and contract compliance. This system aids the Agency in reporting on Davis-Bacon and Washington State prevailing wage requirements as well as contract award diversity reporting for the FTA.

After an initial evaluation period, Sound Transit decided to continue using this system because it provides the custom reporting required for their needs. The contract amendment adds funds to the existing purchase order through the expiration of the current GSA contract in May 2019.

FISCAL INFORMATION

The proposed action will amend the current contract by \$177,105 for a new total authorized contract amount not to exceed \$351,770 and will be funded from the services category within the Finance and Information Technology (FIT) Department’s annual operating budget. The services category budget is \$17,281,427 of which a total of \$5,000 is estimated to be spent for this contract in 2017 and is within the agency’s budget authority. After approval of this action, the remaining annual budget amount will be used to fund other department expenditures in 2017.

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	Actuals to Date Plus Action	Remaining Annual Operating Budget
Salaries and Benefits	\$20,981	\$4,059	\$	\$4,059	\$16,922
Services	17,281	3,650	5	3,655	13,627
Materials and Supplies	1,581	283		283	1,298
Utilities	953	184		184	769
Insurance	7,482	1,061		1,061	6,421
Miscellaneous	491	178		178	313
Interest Expense	18	1		1	17
Leases and Rentals	415	115		115	300
Total Annual Operating Budget	\$49,203	\$9,531	\$5	\$9,536	\$39,667

Contract Spending Plan	Prior Year Spending	Forecast 2017 Spending	Future Expenditures	Total
LCPTracker, Inc.	\$169	\$5	\$178	\$352

LCPTracker, Inc	Board Approved Contract Value	Proposed Action	Proposed Revised Board Approved Contract Value
Services	\$175	\$177	\$352
Contingency		-	-
Contract Amount - Total	\$175	\$177	\$352
Percent Contingency	0%	0%	0%

Notes:

Actuals to date as of March, 31, 2017.

The 2017 Annual Operating Budget is located on page 29 of the the Adopted 2017 Budget book.

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 GSA contract with LCPTracker, Inc. goals for participation were not established by Sound Transit.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one month delay would not impact support services from the vendor.

ENVIRONMENTAL REVIEW

JI 4/6/2017

LEGAL REVIEW

JW 4/27/2017

MOTION NO. M2017-62

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 LCPtracker, Inc. to provide software maintenance for a labor and contract compliance system through May 2019 in the amount of \$177,105, for a total authorized contract amount not to exceed \$351,770.

BACKGROUND:

In February 2015, Sound Transit executed a contract under the US General Services Administration Master contract with LCPtracker, Inc. to establish a software system for labor and contract compliance. This system aids the Agency in reporting on Davis-Bacon and Washington State prevailing wage requirements as well as contract award diversity reporting for the FTA.

Sound Transit currently has a "piggy-back" contract based on the US General Services Administration (GSA) Master contract with LCPtracker, Inc

After an initial evaluation period, Sound Transit decided to continue using this system because it provides the custom reporting required for their needs. The contract amendment adds funds to the existing purchase order through the expiration of the current GSA contract in May 2019.

The proposed action will amend the current contract by \$177,105 for a new total authorized contract amount not to exceed \$351,770 and will be funded from the services category within the Finance and Information Technology (FIT) Department's annual operating budget. The services category budget is \$17,281,427 of which a total of \$5,000 is estimated to be spent for this contract in 2017 and is within the agency's budget authority. After approval of this action, the remaining annual budget amount will be used to fund other department expenditures in 2017.

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

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 LCPtracker, Inc. to provide software maintenance for a labor and contract compliance system through May 2019 in the amount of \$177,105, for a total authorized contract amount not to exceed \$351,770.

APPROVED by the Operations and Administration Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on May 4, 2017.



Paul Roberts
Operations and Administration Committee Chair

ATTEST:



Kathryn Flores
Board Administrator