



Motion No. M2023-97

Contract with Insight Public Sector, Inc. for Microsoft Software, Support and Maintenance Services

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience and Operations Committee	11/02/2023	Final action	Mary Cummings, Chief Administrative Officer Jason Weiss, Chief Information Officer Michelle Gartrell, IT Manager - Collaboration and Productivity Services Joseph Flores, IT Manager Business Services

Proposed action

Authorizes the chief executive officer to execute a contract with Insight Public Sector, Inc. to provide Microsoft software, support and related maintenance services in the amount of \$9,000,000 plus applicable taxes.

Key features summary

- Sound Transit will execute a “piggyback” contract based on the NASPO ValuePoint Master Agreement with Insight Public Sector, Inc. (Insight) for a variety of Microsoft software and services offered in the technology catalog.
 - Microsoft licenses and services for software, cloud storage, cloud computing services, and technical support.
 - Microsoft software and services provided to employees and consulting staff for existing and future approved agency projects.
- Using NASPO’s competitively procured contract allows Sound Transit to take advantage of a significant discount afforded by this cooperative procurement mechanism. The contract has been executed through April 2026 with an option to renew for one additional period through April 2027.
- The amount requested is expected to fund the contract through April 2027.
- Sound Transit has utilized a similar contract for Microsoft software and services for the past six years.
- Applicable taxes are currently estimated to be \$922,500.

Background

Insight’s competitive pricing has allowed Sound Transit to purchase Microsoft software, related maintenance, and services, to meet the agency’s needs and maximize the agency’s overall budget for these purchases. The NASPO ValuePoint Master Agreement No. CTR060025 allows Sound Transit to take advantage of a significant discount afforded by this cooperative procurement mechanism.

Procurement information

This is a “piggyback” on NASPO ValuePoint Master Agreement No. CTR060025. NASPOs’ lead agency, Arizona Department of Administration, conducted a competitive solicitation through a Request for Proposal (RFP) published on September 10, 2020, and awarded to Insight on April 25, 2022, for a five-year initial term with two optional one-year extensions. The current contract expires on April 24, 2027. This contract has rigorous supplier commitments to ensure supplier partners offer their best supplier government pricing, which allows Sound Transit to negotiate even greater discounts than stated contract minimums.

Fiscal information

The software and maintenance services contract described in this proposed action will be assigned on an as needed basis. Funding for the on-call services will come from existing board approved projects and department budgets, for a total authorized amount not to exceed \$9,922,500, including estimated applicable taxes. Funding is covered in the current approved budget and reasonably assumed in the forecast based on the existing Long Range Financial Plan.

Disadvantaged and small business participation

Participation by small businesses and advantaged business enterprises (DBEs)

Sound Transit promotes and encourages small business participation, which also includes Disadvantaged Business Enterprises (DBEs). Because this contract “piggybacks” onto the Washington State DES Master Contract with Insight Public Sector, 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 – KH 10/11/23

Legal review – DLM 10/23/2023



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A motion of the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority authorizing the chief executive officer to execute a contract with Insight Public Sector, Inc. to provide Microsoft software, support and related maintenance services in the amount of \$9,000,000 plus applicable taxes.

Background

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Motion

It is hereby moved by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority that the chief executive officer is authorized to execute a contract with Insight Public Sector, Inc. to provide Microsoft software, support and related maintenance services in the amount of \$9,000,000 plus applicable taxes.

APPROVED by the Rider Experience and Operations Committee of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on November 2, 2023.



Kristina Walker
Rider Experience and Operations Chair

Attest:



Kathryn Flores
Board Administrator