



Motion No. M2023-11

Contract Modification with Insight Public Sector, Inc. for Technology Software, Hardware, and Related Maintenance Services

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience & Operations Committee	02/02/2023	Final action	Jason Weiss, Chief Information Officer Joe Flores, IT Manager, Business Services

Proposed action

Authorizes the chief executive officer to execute a contract modification with Insight Public Sector, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$7,000,000 for a new total authorized contract amount not to exceed \$20,180,000, plus applicable taxes.

Key Features Summary

- Sound Transit currently has a “piggyback” contract based on the US Communities Master Contract with Insight Public Sector, Inc. (Insight) for a variety of items and services offered in the technology catalog including:
 - The replacement of aging hardware and peripherals;
 - The purchase of new software, hardware and peripherals for approved agency projects for Sound Transit employees and consulting staff; and
 - Maintenance renewals for software licenses.
- Using the “piggyback” contract that was competitively procured by US Communities allows Sound Transit to take advantage of a significant discount. The US Communities Contract has been extended through October 2023. Further extensions are possible, and staff would return if additional funds are required.
- Insight is providing value to Sound Transit through product selection and pricing, adding funds will allow Sound Transit to continue purchasing from this vendor.
- The amount requested is expected to fund the contract through October 2023.
- Applicable taxes for this modification are currently estimated to be \$717,500; applicable taxes for the total contract are estimated to be \$2,651,680.

Background

In August 2016, Sound Transit executed a contract under the US Communities Master Contract with Insight. The original contract was executed under the CEO’s authority in the amount of \$198,180 on August 22, 2016. In July 2017, the contract was amended to add funds through Motion No. M2017-98. In December 2019, the contract was amended to add funds through Motion No. M2019-113. In April 2021, the contract was amended to add funds and extend the contract through April 2023.

Insight's competitive pricing has allowed Sound Transit to purchase small peripherals, software maintenance, and new software licenses to meet the agency's needs and maximize the agency's overall budget for these purchases. The US Communities contract allows Sound Transit to take advantage of a significant discount afforded by this cooperative procurement mechanism.

Procurement information

This is a "piggyback" on a US Communities Master Contract. US Communities' lead agency of Fairfax County, VA conducted a competitive solicitation process through a Request for Proposals published on August 12, 2015, and awarded to Insight on May 1, 2016, for a three-year initial term with four, one-year options to extend. The current contract expires on October 31, 2023. 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 contracts minimums.

Fiscal information

The equipment, materials and supplies described in this proposed action will be assigned on a task order basis. The task orders will be funded out of existing, Board approved capital projects and the Information Technology department budgets. Since the services will be rendered on an as-needed basis, the distribution of the costs will be determined as each task order is executed. This action does not affect affordability of the long-range financial plan projection.

Disadvantaged and small business participation

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 associated with the contract/agreement and the number of small businesses/DBEs available to perform such subcontracting work.

These services are being procured via a Piggyback contract, under the US Communities Master Contract with Insight, so analyses for determining small business/DBE goals were not undertaken; as such, small business/DBE goals were not established by Sound Transit for this procurement.

Time constraints

A one-month delay would severely impact support services from the vendor.

Prior Board/Committee actions

Motion No. M2021-22: Authorizes the chief executive officer to execute a contract modification with Insight Public Sector, Inc. to extend through April 2023 and provide technology software, hardware, peripherals, and related maintenance services in the amount of \$8,000,000 for a new total authorized contract amount not to exceed \$13,180,000, plus applicable taxes.

Motion No. M2019-113: Authorized the chief executive officer to execute a contract modification with Insight Public Sector, Inc. to provide technology software, hardware, peripherals, and related maintenance services in the amount of \$2,000,000 for a new total authorized contract amount not to exceed \$5,180,000, plus applicable taxes.

Motion No. M2017-98: Authorized the chief executive officer to execute a contract amendment with Insight Public Sector, Inc. to provide technology software, hardware, peripherals, and related maintenance services in the amount of \$3,303,000 for a new total authorized contract amount not to exceed \$3,501,180.

Environmental review – KH 1/23/23

Legal review – DLM 1/26/23



Motion No. M2023-11

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 modification with Insight Public Sector, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$7,000,000 for a new total authorized contract amount not to exceed \$20,180,000, plus applicable taxes.

Background

In August 2016, Sound Transit executed a contract under the US Communities Master Contract with Insight. The original contract was executed under the CEO's authority in the amount of \$198,180 on August 22, 2016. In July 2017, the contract was amended to add funds through Motion No. M2017-98. In December 2019, the contract was amended to add funds through Motion No. M2019-113. In April 2021, the contract was amended to add funds and extend the contract through April 2023.

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The amount requested is expected to fund the contract through October 2023. Applicable taxes for this modification are currently estimated to be \$717,500; applicable taxes for the total contract are estimated to be \$2,651,680.

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 modification with Insight Public Sector, Inc. to provide technology software, hardware, and related maintenance services in the amount of \$7,000,000 for a new total authorized contract amount not to exceed \$20,180,000, 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 _____.

Kristina Walker
Rider Experience and Operations Chair

Attest:

Kathryn Flores
Board Administrator