



Motion No. M2019-42

Contract for Technology Software, Hardware, and Related Maintenance

Meeting:	Date:	Type of action:	Staff contact:
Rider Experience & Operations Committee	05/02/2019	Final Action	Michael Harbour, Deputy CEO Jason Weiss, Chief Information Officer

Proposed action

Authorizes the chief executive officer to execute a contract with CDW Government LLC to provide technology software, hardware, peripherals, and related maintenance services in the amount of \$3,000,000 plus applicable taxes.

Key features summary

- Sound Transit will execute a “piggyback” contract through the Washington State Department of Enterprise Services Master Contract and the OMNIA Partners, Public Sector Master Contract with CDW Government LLC for a variety of items and services offered in the technology catalog including, but not limited to:
 - The replacement of aging small hardware, and peripherals;
 - The purchase of new software, hardware, and peripherals for approved agency projects for Sound Transit FTEs and consulting staff; and
 - Maintenance renewals for software licenses.
- The requested funds would provide for the purchase of goods and services through April 2020.
- Sound Transit has procured technology software and hardware through a similar method for the past twelve years, each with a “piggyback” contract that aligns with State and other public sector “piggyback” contract terms.
- Applicable taxes for this contract are currently estimated to be \$303,000.

Background

Sound Transit would like to execute a “piggyback” contract under the Washington State Department of Enterprise Services (DES) Master Contract and the OMNIA Partners, Public Sector (OMNIA) Master Contract with CDW Government LLC (CDW-G). Sound Transit has used a “piggyback” purchasing mechanism for the past twelve years, and has determined that it provides good purchasing value for the agency.

CDW-G’s competitive pricing on the DES and OMNIA contracts has allowed Sound Transit to purchase more small peripherals to meet the agency’s needs and maximize the agency’s overall budget for these purchases. DES participates in NASPO ValuePoint to consolidate purchasing power and achieve significant discounts on various goods and services. OMNIA is a nationwide partnership of public agencies and educational institutions, and all contracts are competitively solicited and publicly awarded. Using the DES and OMNIA contracts allows Sound Transit to take advantage of a significant discount afforded by these cooperative procurement mechanisms.

Procurement information

The subject software and hardware purchases will be procured via a “piggyback” on NASPO ValuePoint Agreement No. ADSPO16-130652 dated April 8, 2016, and OMNIA Partners Agreement (via the City of Mesa, AZ) No. 2018011 dated February 28, 2018, with CDW Government, LLC for software and hardware products and services. In the event that Sound Transit orders products or services that are available under both contracts, CDW Government LLC will provide these products and services under the contract offering the lowest price for said products and services.

Both piggyback agreements were procured via a public competitive bid process and awarded using price, past performance, and technical factors as evaluation criteria against the ten plus proposals that were submitted for each procurement. Sound Transit is able to leverage discounts off of list price depending on the item being purchased.

Fiscal information

The proposed action will be funded from the services and material and supplies categories within the Information Technology department’s annual operating budget. The services category budget is \$11,613,122 of which a total of \$250,000 is estimated to be spent in the first year of the contract and is within the agency’s budget authority. The material and supplies category budget is \$2,835,985 of which a total of \$144,000 is estimated to be spent in the first year of the contract 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 anticipated in the 2019 annual budget.

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

Information Technology (in thousands)

Cost Category	2019 Annual Operating Budget ¹	2019 YTD Actuals ²	This Action (Current Year Impact Only)	YTD Actuals Plus Action (Current Year Only)	Remaining Annual Operating Budget
Salaries and Benefits	\$16,450	\$3,297	\$	\$3,297	\$13,153
Services	11,613	1,559	250	1,809	9,804
Materials and Supplies	2,836	206	144	350	2,486
Utilities	1,086	220		220	866
Miscellaneous	256	34		34	223
Leases and Rentals	506	84		84	422
Total Annual Operating Budget	\$32,747	\$5,400	\$394	\$5,794	\$26,953

Contract Spending Plan	Spending to Date ³	Forecasted Spend for Remainder of 2019	Future Spending	Total
CDW Government LLC	\$	\$394	\$2,909	\$3,303

Contract Detail	Board Approved Contract Value	Proposed Action	Proposed Revised Board Approved Contract Value
CDW Government LLC	\$	\$3,000	\$3,000
Contingency			
Estimated Taxes		303	303
Contract Amount - Total	\$	\$3,303	\$3,303
Percent Contingency	0%	0%	0%

Notes:

¹ 2019 Annual Operating Budget is located on page 131 of the 2019 Financial Plan & Adopted Budget.

² Actuals as of March 31, 2019.

³ Spending to Date as of March 31, 2019.

Disadvantaged and small business participation

Not applicable to this action.

Public involvement

Not applicable to this action.

Time constraints

A one-month delay would impact Sound Transit's ability to receive software support and maintenance support services for existing software.

Environmental review – KH 4/24/19

Legal review – AJP 4/25/19

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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 the chief executive officer to execute a contract with CDW Government LLC to provide technology software, hardware, peripherals, and related maintenance services in the amount of \$3,000,000 plus applicable taxes.

Background

Sound Transit would like to execute a “piggyback” contract under the Washington State Department of Enterprise Services (DES) Master Contract and the OMNIA Partners, Public Sector (OMNIA) Master Contract with CDW Government LLC (CDW-G). Sound Transit has used a “piggyback” purchasing mechanism for the past twelve years, and has determined that it provides good purchasing value for the agency.

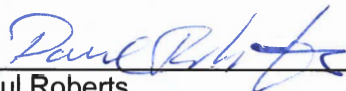
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The requested funds would provide for the purchase of goods and services through April 2020.

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 the chief executive officer to execute a contract with CDW Government LLC to provide technology software, hardware, peripherals, and related maintenance services in the amount of \$3,000,000 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 May 2, 2019.



Paul Roberts
Rider Experience and Operations Chair

Attest:



Kathryn Flores
Board Administrator