



TO: Board of Contracts and Awards
FROM: Jack Kelanic, Director of Information Technology *JK*
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Chuck Blankenship, Finance/Purchasing
SUBJECT: IT Infrastructure Consulting Services (Information Technology Bench Contracts)
Request for Proposal Specification # IT15-0266F – Council date: November 10, 2015
DATE: October 27, 2015

SUMMARY:

The Information Technology Department recommends authorization of three, three-year master (“bench”) contracts for supplemental IT support services, at a total not-to-exceed cost of \$650,000, plus applicable sales tax. Vendors are: The Informatics Applications Group, Inc., Reston, VA, Right! Systems, Inc., Lacey, WA, Cerium Networks, Inc., Bothell, WA. The expected contract terms would be from December 1, 2015 to December 1, 2018 with possible extensions through December 2020.

STRATEGIC POLICY PRIORITY:

- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

Through these contracts, the Information Technology Department will increase efficiency and agility to accommodate dynamic customer needs, to fulfill niche technical skillsets, and to deliver approved business modernization projects.

BACKGROUND:

The City of Tacoma provides in-house IT support. There is a steadily growing demand to improve the City’s utilization of technology. Traditionally, supplemental service contracts have been established on a per-project basis by developing unique contracts for each statement of work.

ISSUE:

The current staff augmentation contracting process adds months to the project lifecycle for each technology initiative and is not useful in filling temporary staffing gaps.

Establishing multiple-award “bench” contracts for supplemental IT services will improve efficiency and agility for the Information Technology Department to accommodate dynamic customer needs, to fulfill niche technical skillsets, and to deliver approved business modernization projects in 2015-2016. The anticipated portfolio of Task Assignments for which consulting services may be required include, but are not limited to installation, configuration, design, troubleshooting and maintenance of:



- Firewalls
- Routers
- Network/fiber channel switches
- Access Control Server (ACS)
- Wi-Fi
- Virtual Private Network (VPN) devices
- Security certificates
- Application deliver controller
- VMWare
- Microsoft SharePoint
- Networking environment

ALTERNATIVES: An alternative action is to issue separate and distinct request for proposals and subsequent contracts for each project assignment. Establishing reusable bench contracts for supplemental IT services as needed will better accommodate dynamic workloads, customer needs, and planned innovation projects, saving time in delivery.

COMPETITIVE SOLICITATION: Request for Proposals, Specification No. IT15-0266F was opened July 7, 2015. Fifteen companies were invited to propose in addition to normal advertising of the project. Nine (9) submittals were received. Three (3) vendors were selected to enter into contracts for three-year, master “bench” contracts as a result of the RFP process.

<u>Respondent</u>	<u>Location (city and state)</u>	<u>Rank</u>
The Informatics Applications Group, Inc. (tiag)	Reston, VA	1
Right! Systems Inc.	Lacey, WA	2
Cerium Networks, Inc.	Bothell, WA	3
RADgov Inc.	Ft. Lauderdale, FL	4
CodeSmart Inc.	Lacey, WA	5
Chameleon Technologies, Inc.	Kirkland, WA	6
Mobile Integration Workgroup Inc.	Bellevue, WA	7
Orangepeople LLC	Irvine, CA	8
Intrinium Inc.	Spokane Valley, WA	9

CONTRACT HISTORY: New contracts.

SUSTAINABILITY: The solicitation evaluation criteria included 5% toward sustainability practices of respondents.

SBE/LEAP COMPLIANCE: The recommended contractors are in compliance with the Small Business Enterprise (SBE) requirements. SBE vendors were contacted and made aware of this solicitation. No proposals were received from City of Tacoma certified SBE firms.



RECOMMENDATION:

The Information Technology Department recommends authorization of three, three-year master (“bench”) contracts for supplemental IT support services, at a total not-to-exceed cost of \$650,000, plus applicable sales tax. Vendors are: The Informatics Applications Group, Inc., Reston, VA, Right! Systems, Inc., Lacey, WA, Cerium Networks, Inc., Bothell, WA. The expected contract terms would be from December 1, 2015 to December 1, 2018 with possible extensions through December 2020.

FISCAL IMPACT: The 2015/2016 fiscal impact of approximately \$200,000 is planned in Fund 5800 2015/2016 biennial budget.

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596000	5310100	\$450,000.00
Information Systems Fund 5800	596001	5310100	\$200,000.00
TOTAL			\$650,000.00

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596000	5950289	\$650,000.00
TOTAL			\$650,000.00

POTENTIAL POSITION IMPACT: N/A

POSITION TITLE	PERMANENT/ PROJECT TEMPORARY POSITION	FTE IMPACT	POSITION END DATE
TOTAL			

This section should only be completed if a subsequent request will be made to increase or decrease the current position count.

FINANCE PURCHASING
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FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: Funds in the amount of \$200,000.00 are budgeted and available in the 2015/2016 biennium. Funds in the amount of \$450,000.00 will be planned for in the 2017/2018 biennial budget and are contingent upon budget approval.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. Funds in the amount of \$450,000.00 will be planned for in the 2017/2018 biennial budget and are contingent upon budget approval.