



TO: Board of Contracts and Awards
FROM: Jack Kelanic, Director of Information Technology *JK*
Linda Trehuba, IT Supervisor, Information Technology Department
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Chuck Blankenship, Finance/Purchasing
SUBJECT: Hardware and software maintenance for the Cisco corporate data network through
August 10, 2015 – Requesting City Council Date of August 5, 2014
DATE: July 15, 2014

SUMMARY:

The Information Technology Department recommends approval for a contract to be awarded to Right! Systems, Inc., Lacey, WA, for \$309,684.46 including applicable sales tax, for one-year SMARTnet maintenance from August 10, 2014 through August 11, 2015, per the terms and conditions of the State of Washington, Contract 01114, Data Communications Products & Services.

STRATEGIC POLICY PRIORITY:

- Strengthen and maintain a strong fiscal management position.
- Foster neighborhood, community, and economic development vitality and sustainability.
- Encourage and promote an open, effective, results-oriented organization.

BACKGROUND:

ISSUE: The Information Technology Department utilizes Cisco SMARTnet services to provide hardware maintenance and software updates for all of the City network equipment. The SMARTnet maintenance services provided by this contract are routine in nature and ensure that the City network hardware and software continues to be commercially supported. Maintenance includes coverage for Cisco hardware products and operating system software, and next business day advanced hardware replacement. In addition, this contract provides for online and over-the-phone access to the Cisco Technical Assistance Center (TAC) 24x7x365 for all equipment and software covered, and access to online technical resources.

ALTERNATIVES: Forgoing maintenance coverage on the corporate network equipment would pose considerable risk to business operations and therefore is not recommended.

COMPETITIVE SOLICITATION: The Western States Contracting Alliance (WSCA) Contract AR233 and State of Washington Contract 01114, Data Communications Products & Services, was established June 1, 2014 with termination on May 31, 2019. Right! Systems, Inc. is currently a contractor with a fully executed Participating Addendum (PA) to do business in Washington, and all hardware maintenance and software updates are covered under this contract.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: Right! Systems, Inc., an Authorized Cisco Channel Partner, is committed to providing services in a sustainable manner and takes measures to minimize impacts to the environment in the delivery of services. For example, Right! Systems, Inc. has paper recycling bins near printers, copiers, and in employee cubicles. In addition, they purchase and use recycled paper and containers, use technology such as video and teleconferences for internal meetings between the Lacey headquarters, and branch offices located in Bellevue, Portland, Boise, etc., in lieu of travel to reduce the carbon footprint.



SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Information Technology Department recommends approval for a one-year Cisco SMARTnet maintenance contract with Right! Systems, Inc., for \$309,684.46 including applicable sales tax, for period August 11, 2014 through August 10, 2015, per the terms and conditions of the State of Washington Contract 01114, Data Communications Products & Services.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Services Fund 5800	CC 596000	5320100	\$309,684.46
TOTAL			\$309,684.46

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Services Fund 5800	CC 596000	5950289	\$309,684.46
TOTAL			\$309,684.46

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: Current biennial need of \$309,684.46 is available and appropriated within Fund 5800. The revenues are planned and budgeted within the above cost centers and elements.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? The current biennial need of \$309,684.46 is available and appropriated within Fund 5800.