



TO: Board of Contracts and Awards
FROM: Jack Kelanic, Director of Information Technology *JK*
Linda D. 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, 2016 – Requesting City Council Date of July 28, 2015
DATE: July 13, 2015

SUMMARY:

The Information Technology Department recommends approval for a contract to be awarded to Right! Systems, Inc., Lacey, WA, for \$258,404.30, plus applicable sales tax, for one-year of Cisco SMARTnet maintenance for City Cisco networking equipment from August 11, 2015 through August 10, 2016.

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: State of Washington contract 01114, Data Communications Products and Services 14-19, was established June 1, 2014 with termination on May 31, 2019. Right! Systems, Inc., is an authorized reseller under the State of Washington contract. Using the State of Washington contract, the City receives 10% discount. Right! Systems, Inc. also provides the City with an additional 8% discount, for a total of 18% discount compared to list price.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: To become a more sustainable organization, Right! Systems, Inc., works with its suppliers to improve the environmental aspects of the products sold and services provided, with the goal towards operating more sustainably while maintaining a safe and comfortable working environment. Right! Systems, Inc., provides customers with environmentally-responsible products, packaging and services; educates and engages RSI employees on the importance of conserving resources, reducing waste and recycling; uses resources such as energy, fuel, water and materials more efficiently and responsibly to minimize environmental footprint, and works with manufacturer and distribution partners



who embrace environmental initiatives; and strives to design and implement environmentally responsible business solutions for customers.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Information Technology Department recommends approval for a contract to be awarded to Right! Systems, Inc., Lacey, WA, for \$258,404.30, plus applicable sales tax, for one-year of Cisco SMARTnet maintenance for City Cisco networking equipment from August 11, 2015 through August 10, 2016.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596000	5320100	\$258,404.30
TOTAL			\$258,404.30

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596000	5950289	\$258,404.30
TOTAL			\$258,404.30

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: There is no fiscal impact to the current biennial budget. Current biennial need of \$258,404.30, plus applicable sales tax 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 \$258,404.30, plus applicable sales tax is available and appropriated within Fund 5800.