



TO: Board of Contracts and Awards
FROM: Jack Kelanic, Director of Information Technology Department JK
 Kipling Morris, Manager, Information Technology Department
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
 Chuck Blankenship, Finance/Purchasing
SUBJECT: Corporate Network Hardware, State of Washington, Contract 01114, Data
 Communications Projects & Services – Requesting City Council Date of January 5, 2016.
DATE: December 22, 2015

SUMMARY:

The Information Technology Department recommends a contract be awarded to Zones, Inc., Auburn, WA, for \$295,092.94, plus a \$29,509.29 contingency, for a cumulative total of \$324,602.23, plus applicable sales tax, for the purchase of corporate network hardware from January 1, 2016 through December 31, 2016, per the terms and conditions of the State of Washington, Contract 01114, Data Communications Products & Services.

STRATEGIC POLICY PRIORITY:

- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

This project replaces end-of-life equipment to reduce the risk of corporate network equipment failures impacting services delivered to City of Tacoma Departments and services extended to the citizens of Tacoma.

BACKGROUND:

ISSUE: The Information Technology Department inventoried and identified City of Tacoma corporate network equipment scheduled to reach end-of-life in 2016. This equipment needs to be scheduled for replacement as it will no longer be maintainable in a reliable, secure state. Industry best practices designate such equipment be replaced, rebuilt or retired. This contract will provide for the replacement of equipment scheduled to reach end-of-life during 2016.

ALTERNATIVES: Forgoing this purchase would result in increased risk to the City by having corporate network equipment installed that has reached end-of-life. Operating a production network on end-of-life equipment that is unmaintained and irreparable, may result in service outages while new equipment can be purchased, configured and installed.

COMPETITIVE SOLICITATION: State of Washington Contract 01114, Data Communications Products & Services, was established June 1, 2014 with termination on May 31, 2019. Zones, Inc., is an authorized fulfillment partner under the State of Washington contract.

CONTRACT HISTORY: New contract.

SUSTAINABILITY: To help clients meet and increase environmental standards, Zones provides environmentally friendly products, green IT services and asset management services. Zones works with manufacturers to offer servers, computers, notebooks, monitors and consumables that have environmentally friendly attributes evidenced by their ENERGY STAR and EPEAT ratings. Zones minimizes the environmental impact associated with internal business operations through green



packaging, server consolidation, environmentally friendly print catalog program, internal recycling, and Commute Trip Reduction Program (CTR); and Zones Corporate Policy on Environmental Affairs calls for the company to publicly disclose information on its environmental programs and performance.

SBE/LEAP COMPLIANCE: Not applicable.

RECOMMENDATION:

The Information Technology Department recommends approval for a contract to be awarded to Zones, Inc., Auburn, WA, for \$295,092.94, plus a \$29,509.29 contingency, for a cumulative total of \$324,602.23, plus applicable sales tax, for the purchase of equipment identified as end-of-life in Year 2016 for the City of Tacoma corporate network.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596001	5220150	\$324,602.23
TOTAL			\$324,602.23

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Information Systems Fund 5800	596000	5950289	\$324,602.23
TOTAL			\$324,602.23

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: There current biennial need of \$324,602.23 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? Yes