

April 18, 2013

13-087

AUTHORIZATION TO CONTRACT WITH RIGHT  
SYSTEMS INC. TO PROVIDE PROFESSIONAL  
SERVICES RELATED TO NETWORK  
INFRASTRUCTURE

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FINANCIAL  
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APPROVED BY: Wing-Kit Chung, Vice-President, Administrative Services  
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REPORT: The College has a need to hire a consultant to provide comprehensive services related to the Network infrastructure area, as directed by Technology Solution Services staff (TSS). The services consist of the following: providing additional networking staff resources to install, configure, upgrade, and patch electronic equipment including network switches, uninterruptable power supplies (UPS'), and other telecommunications hardware and software in the Telecommunication rooms throughout the College District. TSS's contract with Right Systems initially was approved for \$43,000 in 2012. Due to the anticipated amount of work needed, the contract amount was increased to \$145,000, which is below the threshold requiring Board approval. In addition, similar work, estimated at \$60,000, is also needed for Bond related projects for new and renovated buildings. It is essential that we control the number of contractor teams performing network infrastructure work, as a basic configuration control measure. The combined total for this contract exceeds \$150,000 threshold, which requires a formal competitive process and Board of Directors approval based on Board Policy B505.

The College is using a cooperative contract with the Washington State Department of Enterprise Services, which allows public agencies and higher educational

institutions to contract directly with the Right Systems. The contract with Right Systems Inc. (reference #T08-MST-733) will expire on June 30, 2013. Since our contract with Right Systems, Inc. will be in place well before the expiration date and be less than one year, we are authorized to continue our work with them through our scope of work. The use of cooperative contract is exempt from competitive process, per the College Procurement Rule (CCR 214).

**RECOMMENDATION:** That the Board of Directors authorize TSS Department to continue contracting with Right Systems Inc., to provide consulting services for a total of \$145,000 and for an additional work related for the Bond Program with an estimated cost of \$60,000. The total contract is \$205,000. The \$ \$145,000 is covered by the General Fund and \$60,000 will be from the Bond Fund.