

Date: December 15, 2021

To: Board of Directors

From: Sam Desue, Jr.

Subject: **RESOLUTION NO. 21-12-52 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT MODIFICATION WITH BRIDGE DATA SOLUTIONS, INC. FOR IT HARDWARE, SOFTWARE, AND RELATED SERVICES**

1. Purpose of Item

This Resolution requests that the TriMet Board of Directors (Board) authorize the General Manager or his designee to execute a contract modification with Bridge Data Solutions (Bridge Data) for Information Technology (IT) Hardware, Software, and Related Services (Modification).

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board authorization is required for all goods and services contracts obligating TriMet to pay in excess of \$1,000,000.

4. Type of Action

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

TriMet’s Information Technology (IT) Division has an ongoing need to purchase hardware, software, and related services. Past practice for acquiring these essential goods and services has been on an as needed basis, which has required individual procurements and contracts for each acquisition. This procurement practice has not proven to be efficient or effective and has prevented TriMet from leveraging the large amount of its purchases of these goods and

services to secure the best pricing. This prior practice also has limited IT's ability to respond to TriMet's changing needs as quickly as possible.

To improve the acquisition strategy for these goods and services, staff from IT and Procurement and Contracts worked together to develop a solicitation that would: 1) leverage the volume of goods and services that TriMet procures to secure the best pricing possible, 2) allow for a requirements based contract with locked in pricing for various goods and services, and 3) result in a multi-year agreement with a qualified and experienced vendor of such goods and services.

In January 2017, TriMet issued an RFP to obtain a new contractor for these IT goods and services. Based upon the review of the three (3) responsive proposals received, a selection committee composed of TriMet IT and Procurement staff determined that Bridge Data was the most qualified contractor. Pursuant to Resolution No. 17-03-24, the Board authorized a contract with Bridge Data in an amount not to exceed \$3,910,828, over a five (5) year period. At the time of the solicitation, this amount was TriMet's best estimate of its needs over the life of the contract.

In July 2019, the Board approved Resolution 19-07-54 authorizing a \$2,000,000 modification to the Bridge Data contract. This modification was necessary as a result of three unanticipated and expensive events that nearly exhausted the authorized Bridge Data contract amount. These unanticipated and significant expenses included:

- 1) the need to upgrade TriMet's CAD/AVL server infrastructure at a cost of approximately \$400,000,
- 2) an agency-wide IT outage requiring TriMet to upgrade and redesign its IT network at a cost of approximately \$1,000,000, and
- 3) the award of a contract to implement an Enterprise Content Management system at an approximate cost of \$300,000.

Although these events were expensive, TriMet's ability to utilize its existing contract with Bridge Data allowed it to minimize the impact of these unanticipated IT needs by leveraging discounts and using a more efficient procurement.

At this time, unforeseen opportunities have arisen to achieve efficiencies and cost savings by using the existing Bridge Data contract to make previously planned and urgently needed IT hardware and software purchases. This Resolution proposes the Modification of the current Bridge Data contract to increase the amount by \$1,200,000, from \$5,910,828 to \$7,110,828. The amount of this Modification is expected to meet TriMet's IT hardware and software needs through the March 2022 termination date of the Bridge Data contract. The increase remains within the total amount authorized for the IT Division in the FY 2022 budget.

6. **Procurement Process**

This contract was procured via an RFP process.

7. **Diversity**

Bridge Data's workforce is 16% female and 8% minority. Bridge Data will continue to self-perform a majority of the work.

8. **Financial/Budget Impact**

The amount of the Modification is budgeted in the IT Division's current operating budget.

9. **Impact if Not Approved**

Should the Board not approve this Resolution, TriMet could re-procure the services. This option is not recommended because it would delay obtaining the goods and services necessary to address TriMet's immediate IT needs. Further, because the original contract was procured via a competitive process, re-procurement is not likely to result in better pricing or a more qualified vendor. Finally, staff is very satisfied with Bridge Data's performance under the contract to date, and strongly recommends approval of this Resolution.

RESOLUTION NO. 21-12-52

**RESOLUTION NO. 21-12-52 OF THE TRI-COUNTY METROPOLITAN
TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A
CONTRACT MODIFICATION WITH BRIDGE DATA SOLUTIONS, INC. FOR
IT HARDWARE, SOFTWARE, AND RELATED SERVICES**

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract Modification with Bridge Data Solutions, Inc. (Bridge Data) for Information Technology hardware, software, and related services; and

WHEREAS, by Resolution dated October 25, 2017, the TriMet Board of Directors (Board) adopted a Statement of Policies requiring it to approve goods and services contracts obligating TriMet to pay in excess of \$1,000,000; and

WHEREAS, the total amount of the Modification exceeds the contract amount originally authorized by the Board;

NOW, THEREFORE, BE IT RESOLVED:

1. That the contract Modification shall conform with applicable law.
2. That the General Manager or his designee is authorized to execute a contract Modification with Bridge Data in the amount of \$1,200,000, for a new maximum contract amount of \$7,110,828, through the March 2022 contract termination date.

Dated: December 15, 2021

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:

Gregory E. Skillman

Legal Department