



Amended Board Memo

Contact: Harry Soo, Interim IT Manager

Date: September 19, 2019 Board Meeting

Item No. 7e

Subject:

Consider Passing Resolution to Award Contract to an IT Managed Services Provider to provide IT equipment and support services.

Executive Summary:

After completing a Request for Qualification process pursuant to the issuance of RFQ 1902, staff recommends the Board authorize the Executive Director to negotiate and execute an agreement with the vendor whose response is the most advantageous to the DCA, DirectApps, Inc. dba Direct Technology GovSolutions (“Direct Technology”), to procure and install IT equipment at the new DCA headquarters and provide comprehensive managed infrastructure, network, and application support services, for \$1.21 million the first year and a total not-to-exceed contract amount of \$2.33 million over five-years.

Detailed Report:

The DCA will move into the new headquarters in early 2020 and IT equipment such as phones, printers, plotters, laptops, network, and WiFi equipment will need to be procured and installed for staff and directors on the 1st, 23rd, and 24th floors. Support services are also needed to administer and operate the IT infrastructure and provide end-user services such as Help Desk, cyber security, and system monitoring as the DCA has elected to outsource its IT service needs in-lieu of hiring in-house IT staff.

In accordance with Section 8 of the DCA Purchasing & Procurement Policy, RFQ 1902 was issued on July 29, 2019 via PlanetBids, to solicit statements of qualification (“SOQ”) from experienced and qualified IT managed service providers to provide IT equipment and support services for the DCA. A total of six firms attended the pre-submittal conference and SOQs were received from Direct Technology and Trace 3 LLC (“Trace 3”) and evaluated by an evaluation panel of engineering and information technology personnel. The two respondents were invited to provide an oral presentation of their SOQs and to address questions and clarifications from the evaluation panel.

The five scoring criteria were 1) Firm Performance and Experience, 2) Personnel Performance and Experience, 3) Technical Understanding, 4) SBE or DVBE , and 5) Fee/Cost.

Out of a total of 500 possible points, Direct Technology scored 428.33 and Trace 3 scored 393.88. Based on these results, DCA staff recommends authorizing the Executive Director to negotiate and execute a five-year agreement with Direct Technology, a Roseville, California based firm, with a contract amount of \$1,210,000 for year one and a total not-to-exceed contract amount of \$2,330,000 for future IT equipment, infrastructure support services, software licenses and maintenance, optional cloud applications software deployment, and additional system upgrades to meet evolving DCA needs.

Funding:

The fiscal year 2019-20 Budget Approval included \$8.43 million for Administration, which includes \$2.48 million for Information Technology expenditures of which approximately \$1.09 million will be expended on this agreement. Delta Conveyance expenditures will be funded through contributions provided by the Department of Water Resources (DWR) and the water contractors. Funding for on-going support in successive years will be provided through remaining contributed funds, bonds issued by the DWR, or funds raised by the Delta Conveyance Finance Authority through WIFIA loans or bond issuances.

Recommended Action:

Adopt the attached resolution authorizing the Executive Director to negotiate and execute a five-year agreement with DirectApps, Inc. dba Direct Technology GovSolutions, with a contract amount of \$1,210,000 for year one and a total not-to-exceed contract amount of \$2,330,000, to procure and install IT equipment at the new DCA headquarters and provide comprehensive managed infrastructure, network, and application support services to be directed by the Executive Director and staff.

Attachments:

Attachment 1 - Resolution 19-xx

**BOARD OF DIRECTORS OF THE DELTA CONVEYANCE
DESIGN AND CONSTRUCTION AUTHORITY
AMENDED RESOLUTION NO. 19-XX**

**Introduced by Director xxxx
Seconded by Director xxxx**

**EXECUTE AN AGREEMENT TO PROVIDE IT EQUIPMENT AND SUPPORT SERVICES
THROUGH AN IT MANAGED SERVICE PROVIDER**

Whereas, there is a need to procure and install IT equipment at the new DCA headquarters and provide comprehensive managed infrastructure, network, and application support services; and

Whereas, the Executive Director has determined that DirectApps, Inc. dba Direct Technology GovSolutions will best serve this need as described in the staff report; and

Whereas, in accordance with Section 8 of the DCA Purchasing & Procurement Policy, RFQ 1902 was issued on July 29, 2019, via PlanetBids, to solicit statements of qualification (“SOQ”) from experienced and qualified IT Managed Service Providers to provide IT equipment and support services for the DCA; and

Whereas, DirectApps, Inc. dba Direct Technology GovSolutions, an American veteran-owned-and-operated technology business, providing technology services to public and private entities, submitted the response to RFQ 1902 that is most advantageous to the DCA and is hereby awarded a contract to provide IT equipment and support services pursuant to Section 8 of the DCA Purchasing & Procurement Policy.

Now, therefore, be it resolved that the DCA Board hereby awards a contract to and authorizes the Executive Director to negotiate and execute a five-year agreement with DirectApps, Inc. dba Direct Technology GovSolutions, to procure equipment and provide IT managed services to be directed by the Executive Director and staff, with a contract amount of \$1,210,000 for year one and a total not-to-exceed contract amount of \$2,330,000.

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This Resolution was passed and adopted this 19th day of September, 2019, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Tony Estremera, Board President

Attest:

Sarah Palmer, Secretary