

August 20, 2015

16-019

AUTHORIZE AN INCREASE TO EXISTING TECHNOLOGY  
CONSULTING SERVICES CONTRACT WITH VIRTUAL  
INFORMATION EXECUTIVES, LLC

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Bond Program  
Jackie Barretta, Interim CIO, Technology Solution Services

APPROVED BY: Sylvia Kelley, Interim President

REPORT: In November 20, 2014, BA 15-057, the Board of Directors approved an increase to Virtual Information Executives, LLC (VIE) contract for the continuation of providing project management services and network architecture design for the Network Redesign Project (NRP). Based on previous approved resolutions (BA 13-147, 14-099, and 15-057), the up to date contract total for VIE is \$1,331,000. This request for another contract increase is due to unexpected network challenges, VIE will need to continue providing project management and technical oversight services through completion of the NRP project, which has been extended through March 31, 2016. This additional time will allow for the deployment team (consultants and TSS network staff) to work on addressing the naming structures in the legacy network and also providing firewall network design tasks.

The College requests an increase of \$275,000 for providing project management through completion of the NRP project (funded by the 2008 Bond Program).

In addition, VIE's staff has been assigned to fill-in as the TSS Chief Information Officer (CIO) while the College is in the process of conducting a search for a permanent CIO. The cost for the CIO position fill in staffing is \$110,000 (funded by General Fund).

This additional cost of \$385,000 exceeds the \$150,000 thresholds and/or exceeds the 25% of the approved total, which requires Board of Directors approval.

The College is using a cooperative contract with Washington State Department of Enterprise Services, reference #T08-MST-733; VIE's contract is valid through June 30, 2017 (amendment #15-04). The competitive process was done by the State of Washington. The College Procurement Rules (CCR 214) allow the use of cooperative contracts without going through an additional competitive process.

**RECOMMENDATION:** That the Board of Directors approve additional funding to continue contracting with Virtual Information Executives, for an increase of \$385,000 with a revised contract total of \$1,716,000. The funding of \$628,000 is covered by the 2008 Bond Program and the remaining amount of \$1,038,000 is covered by the General Fund.