



Agenda Item No. (5)

To: Building and Operating Committee/Committee of the Whole Meeting of April 23, 2020

From: Joseph W. Leong, Information Systems Manager  
Fang Lu, Chief Technology Director  
Kellee J Hopper, Deputy General Manager, Administration and Development  
Denis J. Mulligan, General Manager

Subject: **AUTHORIZE EXECUTION OF PROFESSIONAL SERVICES AGREEMENTS RELATIVE TO REQUEST FOR PROPOSALS NO. 2019-D-085, CITRIX AND MICROSOFT PROFESSIONAL SERVICES**

### **Recommendation**

The Building and Operating Committee recommends that the Board of Directors authorize execution of four Professional Services Agreements pursuant to Request for Proposals (RFP) No. 2019-D-085, *Citrix and Microsoft Professional Services*, for on-call professional services for a three-year term, in a total aggregate not-to-exceed amount of \$2,250,000 for all four contracts, with two one-year option terms, exercisable at the General Manager's sole discretion, in the aggregate not-to-exceed amount of \$750,000 for Option Year 1 and \$750,000 for Option Year 2, with the understanding that the total annual spending across all four contracts will not exceed \$750,000 in any one year. The four recommended firms are:

1. BlueChipTek, Santa Clara, CA
2. Cornerstone Technologies (SonaSoft), San Jose, CA
3. InterVision Systems, Santa Clara, CA
4. Presidio Networked Solutions, Pleasanton, CA

Requisite funds for these services are available in the FY 19/20 District Division Operating and/or Capital Budgets and future years will be budgeted accordingly.

This matter will be presented to the Board of Directors at its April 24, 2020, meeting for appropriate action.

### **Summary**

The Golden Gate Bridge, Highway and Transportation District's (District) Information Systems department is responsible for new rollouts of technology in response to the changing operational needs of the District, important updates to existing technology, as well as frequent and important maintenance of all technology related systems. Beginning in 2017, the District established a bench of on-call technology consultants through a single competitive solicitation. This process has allowed the District to reduce time for processing procurements, add efficiencies in administering contracts, and be more flexible in delivering new and/or changes to technology systems in a timely

manner. In particular with many Operating and Capital technology projects already approved, the District will be able to use on-call consultants to provide professional services in Citrix and Microsoft technology projects.

On January 24, 2020, the District issued Request for Proposal RFP No. 2019-D-085, Citrix and Microsoft Professional Services. The RFP was posted on the District's Procurement Portal and notice of the RFP was sent to 50 potential proposers. Proposals were received from the following firms by the submission deadline date of February 28, 2020:

1. BlueChipTek, Santa Clara, CA
2. Cornerstone Technologies (SonaSoft), San Jose, CA
3. InterVision Systems, Santa Clara, CA
4. Presidio Networked Solutions, Pleasanton, CA

A Selection Committee comprised of District staff reviewed and evaluated each proposal based upon the following criteria as specified in the RFP:

- Proposal Understanding and Approach – 0-40 Points
- Proposer's Qualifications and Experience – 0-40 Points
- Cost Proposal – 0-20 Points

Based on the written proposals, interviews, and reference checks, the Selection Committee determined that all of the above four firms ranked high based on the scoring criteria.

All of the above firms were able to clearly demonstrate their understanding of the District's needs and match their experience and qualifications to best meet those needs. Additionally, these firms also have experience working with local government and/or transportation agencies, and offered highly competitive rate structures. Staff is confident they all meet the requirements of the RFP.

Staff and the District's Attorney have reviewed the proposals and find that the four firms properly submitted all required documents, and their proposals are technically responsive to the specifications.

The DBE Program Administrator has determined that Cornerstone Technologies (SonaSoft) is a certified Small Business Enterprise (SBE) by the Department of General Services. Another proposer included SBE subconsultants in its proposal. Therefore, SBE participation may be anticipated during the performance of this contract.

### **Fiscal Impact**

The Citrix and Microsoft Professional Services contracts are for a three-year term not to exceed a collective amount of \$2,250,000 with two-one year options in the collective amount of not more than \$750,000 per year, for a total aggregate amount of \$3,750,000. The professional services will be provided on an as-needed basis, with no guaranteed level of effort or amount of compensation to any individual firm in any particular year. Services will be used when sufficient funds are available, depending on the project, in the District Division Operating and Capital Budgets. For FY 19/20, the District Division Operating and Capital Budgets will absorb any services needed. Requisite funds for the remainder of the contracts will be included in subsequent fiscal year budgets.