

CONSENT ITEM

Information Systems Advisory Committee Meeting, November 28, 2017
Board of Governors Meeting, December 13, 2017

CONTRACT ID:	Co-Location Data Center Maintenance Services 12-12-0005-01 – W. W. Gay Mechanical Contractor, Inc. 12-12-0005-02 – Miller Electric Company
BUDGETED	The cost for the extension of the two contracts listed above is included in the 2018 Budget under routine maintenance.
CONTRACT AMOUNT	The estimated aggregate cost for the recommended contract extensions is \$100,000, \$50,000 for each contract.
CONTRACT HISTORY	<p>In June 2012, Citizens issued an Invitation to Bid to obtain Data Center Electrical and Mechanical Service providers to establish a contractual commitment guaranteeing service response times based on severity levels from emergency to routine requirements. Additionally these contracts established labor rates for each level of service including standard and non-standard service hours and set a fixed mark up over cost for parts and materials. Miller Electric Company was awarded the contract for Electrical Services and W.W. Gay Mechanical Contractor, Inc. was awarded the contract for Mechanical Services.</p> <p>Citizens must replace these contracts due to contract expirations and is currently in the process of developing a solicitation to procure the required services. However, staff is concerned that the procurement cannot be completed before the current contract term expires on January 1, 2018. Therefore, approval is requested to extend the above referenced contracts for one (1) six-month extension.</p>
CONTRACT TERM(S)	Approval is requested to extend the above referenced contracts for up to six-months beginning January 2, 2018 through July 1, 2018.
PURPOSE/SCOPE	Purpose: The purpose of this recommendation is to provide for continued electrical and mechanical services for the Co-Location Data Center. The current contracts expire January 1, 2018. The request is to extend the contracts for up to six-months to enable time required to procure continued services. These services are critical to the continued operations of the Co-Location Data Center.
PROCUREMENT METHOD	On June 15, 2012 Citizens issued an Invitation to Bid, ITB No.: 12-005 for Data Center Mechanical and Electrical Services. The lowest cost bidder for Electrical and Mechanical Services each received an award. The request for a contract extension is in accordance with Citizens' Purchasing Policy.

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RECOMMENDATION	<p>The Citizens Information Systems Advisory Committee recommends the Citizens Board of Governors:</p> <ul style="list-style-type: none">a) Approve this Co-Location Data Center Maintenance Services Consent Item with estimated aggregate cost for the recommended contract extensions of \$100,000, \$50,000 for each contract; and,b) Authorize staff to take any appropriate or necessary actions consistent with this Consent Item.
CONTACTS	<p>Kelly Booten, Chief – Systems and Operations Robert Sellers, VP & Chief Technology Officer Aditya Gavvala, VP IT Services and Delivery Stephen Guth, VP Vendor Management Office</p>