

ACTION ITEM

Information Systems Advisory Committee Meeting, June 5, 2018
Board of Governors Meeting, June 20, 2018

CONTRACT ID:	System Administrator Services Contract No. 08-0061 Computer Sciences Corporation (CSC), now DXC Technology
BUDGETED ITEM	Funding for system administrator services has been included in the 2018 Annual Operating Budget. Funding for the remaining years of the contract term will be budgeted in the appropriate subsequent years.
CONTRACT AMOUNT	Citizens' Board of Governors previously authorized expenditures for ramp-down services under the contract from January 1, 2013 to December 31, 2017 in the amount of \$5,000,000.
PURPOSE / SCOPE	Effective June 1, 2008, the contract required the vendor to administer a computer system for processing commercial insurance policy transactions and to provide recordkeeping services. Effective January 1, 2013, the vendor agreed to a gradual ramp-down of services as Citizens converted to a replacement system (Guidewire). Citizens' Board of Governors authorized the ramp-down to occur over a 5-year period ending on December 31, 2017. Due to complexities in converting legacy data, the ramp-down of services was delayed and services have been required beyond the originally anticipated December 31, 2017 completion date. The services were previously single sourced in accordance with Citizens' Purchasing Policy through December 31, 2017. Citizens will post a new single source for the period of January 1, 2018 through February 28, 2019, and, subject to the successful award of the single source, Citizens will remain within the spending authority approved by the Board of Governors in December 2012 and is not seeking any additional funding. Therefore, staff is seeking to extend its authority to use such funds for: (a) services received from January 1, 2018 to the date of this Action Item in the approximate amount of \$155,500; and, (b) services continuing through February 28, 2019.
CONTRACT TERM(S)	The June 1, 2008 contract will continue through February 28, 2019.
PROCUREMENT METHOD	In accordance with Citizens' Purchasing Policy, the contract for system administrator services were originally procured via single source. A single source will be posted to extend the term through February 28, 2019.
RECOMMENDATION	Staff requests the Citizens Information Services Advisory Committee approve and recommend the Citizens Board of Governors: a) Approve the continuation of services procured via single source approved by Citizens' Board of Governors in December 2012 for an additional fourteen (14) months for the period of January 1, 2018 through February 28, 2019; b) Approve the use of funds approved by Citizens' Board of Governors in December 2012 for an additional fourteen (14) months for the period of January 1, 2018 through February 28, 2019, contingent upon the successful award of the single source; and, c) Authorize staff to take any appropriate or necessary actions consistent with this Action Item.

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CONTACTS	Kelly Booten, Chief - Systems and Operations Aditya Gavvala, VP – IT Services and Delivery Stephen Guth, VP – Vendor Management Office
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