



METROPOLITAN
TRANSPORTATION
COMMISSION

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Memorandum

TO: Administration Committee

DATE: July 2, 2008

FR: Executive Director

W.I.: 1161

RE: Purchase Order: Information Technology Network Planning and Technical Support Consulting Services - Sable Computer, Inc. (dba KIS Computer Center)

Staff requests authorization to execute a purchase order with Sable Computer, Inc. (dba KIS Computer Center) for consulting services to assist MTC's Information Technology (IT) staff in a variety of network security, upgrade and performance enhancement projects. Sable is an approved California Multiple Award Schedule (CMAS) contractor for services related to network design and integration, including network security.

Sable Computer has previously worked with MTC's IT staff and is very familiar with the agency's network architecture, and has expert knowledge in the specific operating systems and network components deployed by the agency under this purchase order, Sable Computer will perform the following tasks:

- Automating network maintenance tasks
- Enhancing network security, monitoring and performance
- Upgrading core operating systems and adding new capabilities
- Improving back-up and recovery capacity
- Improving desktop computer management
- Other assistance, as needed

Staff recommends that this Committee authorize the Executive Director or his designated representative to execute a purchase order with Sable Computer Inc., in an amount not to exceed \$50,000 for Fiscal Year 2008-09, with an option to renew for Fiscal Years 2009-2010 and 2010-2011, for a three-year period not to exceed \$150,000, subject to future budget approvals. Funding for this fiscal year is included in the Adopted FY 2008-09 Budget.

Steve Heminger

SH:JM

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order

Work Item No.: 1161

Consultant: Sable Computer Inc. (dba KIS Computer Center)

Work Project Title: Information Technology Network Planning and Technical Support

Purpose of Project: Augment MTC's IT staff efforts to improve network security, performance, maintainability and recovery

Brief Scope of Work: Analyze computer network issues as assigned, develop solutions, and implement per approved task orders

Project Cost Not to Exceed: \$ 50,000

Funding Source: TDA

Fiscal Impact: Included in MTC FY 2008-09 Adopted Operating budget.

Options to renew for FY 2009-2010 and 2010-2011 are subject to future Commission budget approvals.

Motion by Committee: That the Executive Director or his designee is authorized to execute a purchase order with Sable Computer Inc.; and the Chief Financial Officer is directed to set aside funds up to \$50,000 for the purchase order for this purpose.

Administration Committee:

Tom Bates, Vice Chair

Approved: Date: July 9, 2008