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## *Memorandum*

TO: Bay Area Headquarters Authority

DATE: January 16, 2013

FR: Executive Director

RE: Contract: Information Technology Consulting Services: Accenture LLP (\$190,000)

This item would authorize the Executive Director or his designee, to negotiate and execute a contract with Accenture LLP (Accenture) for consulting services to assist with the development and implementation of a shared technology and network strategy at 390 Main Street.

A primary objective for the relocation of the Metropolitan Transportation Commission (MTC), the Bay Area Toll Authority (BATA), The MTC Service Authority for Freeway and Expressways (MTC SAFE), the Bay Area Air Quality Management District (BAAQMD), and the Association of Bay Area Governments (ABAG) to the new facility is the ability to improve interagency cooperation and initiatives through co-location and sharing of resources. The proposed design provides a strategy for co-locating the executive management, planning, agency support staff teams and the data center. It is also intended that there will be one platform that provides a unified and seamless experience for the sharing of technology support services such as access to scheduling board and conference rooms, communications systems (email/telephone), receptionist services, WI-FI, copier and printing services.

A preliminary analysis of each agency's existing systems has been completed. However, consulting assistance is needed to develop an efficient model that effectively integrates each agency's disparate systems, to the extent possible, to enable the sharing of hardware infrastructure and software applications for use by any MTC, BATA, MTC/SAFE, BAAQMD or ABAG staff. Not all systems can be integrated as there are specific applications that are unique to each agency (e.g. the financial, permit and fund management systems).

Staff recommends a contract with Accenture, a firm that has successfully completed similar engagements for the consolidation of separate government agencies' computing networks and the migration of each agency's business computing processes to a new shared collaborative environment.

Accenture will partner with BAHA staff to deliver the following scope of work:

- Analyze existing agency network assessments and requirements and identify gaps that need to be addressed;
- Prepare detailed business and technical shared services requirements;
- Develop an implementation strategy for a shared/collaborative model;

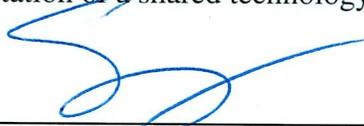
- Identify technology solution options for downsizing computing hardware (cloud solutions) and physical location of equipment (hosting);
- Provide technology project management and support activities including timelines/schedules to meet the construction and relocation schedule; and
- Work with BAHA and the agency partners to implement a technology change management model with a focus on building agency readiness and capabilities to implement the shared technology model in advance, to extent possible, before relocating to 390 Main Street.

The scope of work for Accenture is budgeted at a cost not to exceed \$190,000, with a duration of six to eight weeks. This amount also includes funding to support additional analysis that may be required to implement cloud based services, off-site data center co-location, and review of the San Francisco Bay Conservation Development Commission (BCDC) technology should a decision be made for its relocation to 390 Main Street.

The Accenture procurement will be accomplished using the U.S. General Services Administration (GSA), Federal Supply Services Authorized Federal Supply Schedule 70 contract, which includes fixed rates for services, and is available to state and local government agencies for use. Similar to the California Multiple Awards Schedule (CMAS), this type of federal contract includes fixed rates for services and satisfies the public agencies' competitive procurement process, and therefore does not require further competitive bidding.

**Recommendation**

Staff requests that the Authority authorize the Executive Director, or his designee, to negotiate and execute a contract with Accenture LLP in an amount not to exceed \$190,000 to provide consulting services to assist with the implementation of a shared technology services solution for 390 Main Street.



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Steve Heminger

SH:vdc

## REQUEST FOR AUTHORITY APPROVAL

### Summary of Proposed Consultant Contract

Consultant: Accenture LLP (San Francisco)

Work Project Title: 390 Information Technology Systems Integration

Purpose of Project: Provide information technology collaborations consulting

Brief Scope of Work: Provide technical consulting for the design of an integrated multi-agency information technology solution

Project Cost Not to Exceed: \$190,000

Funding Source: BAHA Project Funds

Fiscal Impact: Project costs are consistent with funds budgeted for the program, with funding available in the FY 2012-13 BAHA operating budget.

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract with Accenture LLP to provide consulting services for the design of an integrated multi agency information technology solution and the Treasurer and Auditor is directed to set aside funds in an amount up to \$190,000 for such contract.

BAHA Chair: \_\_\_\_\_  
Adrienne J. Tissier

Approved: Date: January 23, 2013