



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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*Memorandum*

TO: Administration Committee

DATE: April 4, 2007

FR: Executive Director

W.I.: 1161

RE: Contract Amendment - Network Security & Performance: Sable Computer, Inc.

Sable Computer, Inc., (d/b/a Keep It Simple Computer Center) was selected competitively in FY 2002-03 to assess security and recommend information technology (IT) policies to improve network security and performance. That contract was approved for an amount not to exceed \$75,000, including a technical assistance task to aid MTC's IT staff in implementing future security and system enhancements, to be determined after the initial assessment was completed. Subsequently, the contract has been amended up to the limit of the Executive Director's authority under EDMM 352 (\$100,000) to allow completion of a centralized desktop computer management system as the first, high-priority task.

We are now proposing to amend the contract for an additional \$50,000, for a total contract not to exceed \$150,000. The scope of work includes additional follow-on tasks to implement a more secure password policy, provide detailed training to IT staff on use of the desktop management system, support secure deployment of new desktop operating systems and office software, and provide on-call technical assistance to IT staff, as needed, to address new issues to help deal with the constantly changing threats to IT security.

Staff recommends that this Committee authorize the Executive Director, or his designee, to negotiate and enter into a contract amendment with Sable Computer, Inc., in an amount not to exceed \$50,000 in FY06-07, for a total maximum contract amount of \$150,000.

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Steve Heminger

SH:JM

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## REQUEST FOR COMMITTEE APPROVAL

### Summary of Proposed Consultant Contract

Work Item No.: 1161

Consultant: Sable Computer, Inc. d/b/a Keep It Simple Computer Center, Fremont, California

Work Project Title: Network Security & Performance Consultant

Purpose of Project: Assist MTC with enhancing security and performance of the agency's computer network.

Brief Scope of Work: (1) Assist MTC's IT staff in implementing more secure network passwords; (2) Provide technical training of MTC's IT staff in advanced features of the desktop management system; (3) Assist MTC's IT staff in securely deploying the Windows XP operating system and Office 2003 software to all desktop computers; and (4) Provide other technical assistance tasks to address related network security and performance issues, as requested.

Project Cost Not to Exceed: \$50,000 for FY 2006-07 (previous contract = \$100,000)

Funding Source: TDA

Fiscal Impact: \$50,000 for this amendment is in the current FY 2006-07 agency operating budget

Motion by Committee: That the Executive Director or his designee is authorized to negotiate and enter into a contract amendment with Sable Computer, Inc., for the MTC IT Security Assessment Consultant and the Chief Financial Officer is directed to set aside funds up to \$50,000 for such contract amendment in FY 2006-07.

Administration Committee:

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Bob Blanchard, Chair

Approved: Date: April 11, 2007