

M Management Committee

For the Metropolitan Council meeting of July 28, 2010

ADVISORY INFORMATION

Date Prepared: July 19, 2010

Subject: Authorization to Award Contract for Disk Backup System Upgrade, Software

Proposed Action:

That the Metropolitan Council authorize the Regional Administrator to execute a contract with Applied Communications to provide **software and services** to upgrade and consolidate the Council's multiple data backup processes for a term of three (3) years at a cost not to exceed \$400,493.

And that the Metropolitan Council authorize the Regional Administrator to issue a Purchase Order, utilizing State of Minnesota Contract #442683, to Applied Communications for **hardware and related maintenance** to upgrade the Council's data backup processes for a term of three (3) years in an amount not to exceed \$257,377.

Summary of Committee Discussion / Questions:

Dave Hinrichs, CIO and Pancho Henderson, IS Manager II appeared before the Committee. Dave indicated that the Council's current backup system was purchased in 2003 and cannot scale to meet our expanding data storage needs. A RFP was issued to replace the hardware, software and related services and four vendors submitted proposals. The top two vendors were asked to submit best and final offers that resulted in more aggressive pricing. Applied Communications was determined to be the most advantageous to the Council at a cost of \$657,870 for 25 terabytes of storage, with the ability to expand over the next three years. Costs are budgeted in the capital budget.

Council member Wittsack noted that approximately half of the funding consists of FTA funds, and inquired where the rest of the funding would be. Dave responded that the remainder of the cost would be allocated to the other Council divisions since this system is used by all parts of the Council.

Council member Sanda inquired why the term "most advantageous" was used in describing the selection of Applied Communication. Dave responded that a number of factors were considered in the selection, including the quality of the technical solution, complexity and speed of installation, and price. A review of all of the factors resulted in this proposal being most advantageous to the Council.

The Management Committee approved this request as proposed on July 14, 2010 for inclusion on the consent agenda of the Metropolitan Council meeting on July 28, 2010.

M Management Committee
Meeting date: July 14, 2010

ADVISORY INFORMATION

Date:	July 8, 2010
Subject:	Authorization to Award Contract for Disk Backup System Upgrade, Software
District(s), Member(s):	All
Policy/Legal Reference:	Council Policy 3-3 Expenditures – Procurement of Goods and Services over \$250,000
Staff Prepared/Presented:	David Hinrichs, CIO, 651-602-1443/Pancho Henderson, IS Manager II, 651-602-1627/Micky Gutzmann, Manager Contracts and Procurement, 651-602-1741
Division/Department:	Regional Administration, Information Services

Proposed Action

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Background

A formal, advertised Request for Proposals for software and related services was issued April 7, 2010 and 4 proposals were received on April 23, 2010. Applied Communications was determined to be the most advantageous to the Council.

Business Item 2009-451 designated Network Appliance as the sole source manufacturer for the procurement of the hardware. This will be procured off the State of Minnesota Contract #442683.

Rationale

The Council's current data back-up system is antiquated and the volume of data the Council backs up is 25 times greater than when the system was implemented. The backup of the data needs to run on the weekends because it takes approximately 30 hours to complete. A long backup run time exposes the Council to a higher risk of losing critical data.

A new system that allows data to be backed up quickly, reliably and securely, and that can scale to meet the continually increasing volume of data, is necessary to protect the integrity of Council data.

Funding

Funds to replace the Council's data backup system are available in the Council's 2010 Capital budget. Approximately half of the funding will consist of FTA funds.

Known Support / Opposition

Information Services supports this procurement.

No opposition known.