DATE: November 16, 2018
TO: Port of Tacoma Commissioners
CC: Erin Galeno, CAFO
FROM: Mark Little, Director, Contracts and Purchasing
SUBJECT Sole Source Contract with Ensco PLC.

A. BRIEFING REQUESTED

In accordance with Master Policy Resolution 2018-01-PT § IV.E (3) (b), Port of Tacoma staff intends to enter into a five (5) year sole source contract with Ensco PLC for the software hosting, support, and consulting necessary to implement a mobile rail inspection solution to be used by Port rail inspectors. Five-year total contract costs will be less than $150,000. The Port has funding budgeted for implementation and annual fees through 2019. Costs for subsequent years will be budgeted in future years accordingly.

B. BACKGROUND

Rail track inspection software is a niche market with limited available solutions. Staff issued two different Requests for Proposals (RFP) to find a suitable solution. These RFPs did not yield any acceptable proposals for the following reasons: In the first RFP, a vendor with no rail experience submitted a solution that did not fit our purposes, and a second vendor submitted a bid after the bid period was closed. The second RFP resulted in inadequate competition as only one proposal was received. Staff does not believe issuing another RFP for this software will yield any different result. Ensco PLC has a rail track inspection system that best meets the needs of the Port of Tacoma and is within the budget available.

C. JUSTIFICATION

The Port of Tacoma does not currently use a mobile rail track inspection solution. At present, records are stored on paper, are not easily searchable, and Inspectors must return to the office to consult Federal Railway Administration regulations. Implementing a mobile solution will improve inspector efficiency and the quality of their record keeping.

D. SCOPE OF WORK

Vendor will:

- Implement, host, and test the rail inspection solution for the Port of Tacoma;
- Provide documentation on the software design;
- Provide support for possible integration of the solution with the Port’s Maximo system;

Port of Tacoma
• Provide end-user documentation and training for the rail track solution;
• Provide annual support and maintenance.

E. CURRENT STATUS

Pending approval, we will negotiate a contract.