

RESOLUTION NO. 023 231**BOARD LETTER APPROVAL**

MARK S. NORTHRUP
Chief Information Technology Officer



ARAM BENYAMIN
Chief Operating Officer



MARTIN L. ADAMS
General Manager and Chief Engineer

DATE: April 27, 2023

SUBJECT: Amendment No. 2 to Contract No. 01754 With Protech Professional Technical Services, Inc. for Information Technology Professional Technical Training

SUMMARY

The proposed Amendment No. 2 (Amendment) to Cooperative Purchasing Contract No. 01754 (Contract) with Protech Professional Technical Services, Inc. (Protech) is for Information Technology (IT) professional technical training. Through a cooperative arrangement, LADWP is utilizing Contract No. GS-35F-0486W (GSA Contract) awarded to Protech by the State of Virginia General Services Administration (GSA).

The Amendment to the Contract will extend the existing term by three years, retroactively from June 11, 2022 to June 10, 2025, with an optional five-year extension through 2030, to be coterminous with the GSA Contract; increase the not-to-exceed Contract amount by \$2,150,000 from \$2,150,000 to \$4,300,000 (budgeted); and make an administrative change to the Contract number from 01754 to 00332.

This Amendment will provide IT Services with additional means to train new hires in an effort to expand the scope of training and to widen the expertise of employees providing IT support to LADWP. This Contract has provided 65 classes, 14,800 training hours, and 451 training seats for employees.

City Council approval is required pursuant to Los Angeles City Charter Section 373.

RECOMMENDATION

It is recommended that the Board of Water and Power Commissioners (Board) adopt the attached Resolution authorizing the Amendment to the Contract with Protech.

ALTERNATIVES CONSIDERED

An alternative to this Amendment is to send employees to accredited IT training classes and conferences within and outside of California. While staff training development is a priority, it was determined that leveraging the competitively bid GSA Contract with Protech is more advantageous, efficient, and cost-effective to LADWP.

FINANCIAL INFORMATION

The Amendment will extend the Contract term by three years, retroactively from June 11, 2022 to June 10, 2025, with an optional five-year extension period through 2030; and increase the not-to-exceed Contract amount by \$2,150,000 from \$2,150,000 to \$4,300,000 (budgeted).

	Original Maximum Amount	Requested Amendment No. 2	Amended Maximum Expenditure
Original Contractual Period (Year 1)	\$ 150,000		\$ 150,000
Amendment No. 1 (Years 2-3)	\$2,000,000		\$2,000,000
Amendment No. 2 (Years 4-6)			
Amendment No. 2 (Optional Years 7-11)		\$2,150,000	\$2,150,000
Contract Total:	\$2,150,000	\$2,150,000	\$4,300,000

BACKGROUND

The IT Data Center Operations Section (Data Center) manages the operation of LADWP business applications running on IBM series enterprise servers. The Data Center provides 24/7 operation services and batch processing in support of various critical systems such as Payroll, Financial Information System, Human Resources Management System, and Supply Chain Services. The Data Center also operates high speed printers used for customer bills, payroll checks, and various reports. In order to efficiently monitor system performance and provide exceptional response time, it is vital to hire, train, and retain qualified staff.

The Amendment is needed to provide IT employees critical knowledge in the area of Mainframe Zero Downtime Operating Systems and related subsystems such as Database2, Customer Information Control System, Information Management

System, Message Queue, Content Manager on-Demand, Computer Associate-Automation System Workload Automation, among others. These in-depth mainframe training classes will enable operators to discover and fully utilize enhancements and new features in order to function more effectively.

On June 11, 2019, under the authority of the General Manager, the Contract was established for a term of one year and for an amount not to exceed \$150,000.

On June 27, 2020, the Contract was amended to add two one-year options and increase the total Contract amount from \$150,000 to \$2,150,000.

Protech has performed satisfactorily under this Contract.

In accordance with the Mayor's Executive Directive No. 4, the City Administrative Officer's Report was approved on November 28, 2022.

ENVIRONMENTAL DETERMINATION

Determine item is exempt pursuant to California Environmental Quality (CEQA) Guidelines Section 15060(c)(2). In accordance with this section, an activity is not subject to CEQA if it will not result in a direct or reasonably foreseeable indirect physical change in the environment. Section 15378(b)(5) states that organizational or administrative activities that will not result in direct or indirect physical changes in the environment do not meet that definition; therefore, extending the existing Contract term for IT professional training is not subject to CEQA.

CITY ATTORNEY

The Office of the City Attorney reviewed and approved the Amendment and Resolution as to form and legality.

ATTACHMENTS

- Procurement Summary
- Resolution
- CAO Report