



(Board Copy)
Washington Metropolitan Area Transit Authority
**METRO ELECTRONIC ACTION
DOCUMENT**

IDENTIFICATION			
MEAD ID:	99421	ACTION:	Initiate & Award
AWARD VALUE:	(Not yet awarded)	CONTRACT: (Proposed)	
FUND SOURCES: (View)	Operating Funds	CONTRACTOR:	
LAST MODIFIED:	05/03/2006		

DESCRIPTION	
SUBJECT:	Award a contract thru GSA Schedule to Corel Corporation for site license software and maintenance
PURPOSE:	To Initiate and Award a GSA contract for Corel Site License Maintenance with one base year and three one-year options.

ORIGINATION					
INITIATOR			DEPARTMENTAL APPROVAL		
MURRAY JACOBSON on 04/05/2006			Approved by THOMAS , EDWARD 04/13/2006		
PHONE:	202-962-2731	OFFICE:	ITSV	DEPT:	Planning and Strategic Pr

COORDINATION (ROUTING)		
OFFICE	NAME	ACTION/DATE
(8110)	BURFIELD, JAMES	Approved 04/13/2006
(8110)	THOMAS, EDWARD	Approved 04/13/2006
(4110)	SALPEAS, PANAGIOTIS	Approved 04/20/2006
AUDT (7210)	STEWART, JAMES	Approved w/ Comments 04/14/2006

FINAL APPROVALS	
OFFICE	NAME/ACTION
PLN_DEV_CMTE	Approved for by PANAGIOTIS SALPEAS on 04/20/2006
BEMR	Approved for by Emeka Moneme on 05/05/2006
GM	Approved for GMGR by GMGR CEO on 05/09/2006
BOARD	BOARD WMATA (Not Yet Approved)



Washington Metropolitan Area Transit Authority
**METRO ELECTRONIC ACTION
 DOCUMENT**

NARRATIVE

DISCUSSION:

This contract provides for the continuation of services from the Corel Corporation for providing site license software and maintenance for use throughout the Authority.

WMATA has been using Corel Office Suite as its standard word processing and spreadsheet data tool.

This software is obtained through an annual Site License and Maintenance Agreement which also provides technical support and access to software upgrades. These services are available through the GSA IT Schedule and the rates are based on the usage volume of an organization. Where available WMATA piggy backs on existing Federal, State, and Local Government contracts to get the lowest pricing available.

ALTERNATIVES:

None

IMPACT ON FUNDING:

For the base year and the three option periods, the total estimated cost of this procurement is \$930,000. This amount is based upon estimated requirements and availability and approval of annual funding as follows:

Budget: Operating Budget	<u>FY 2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>TOTAL</u>
	\$145,000	\$200,000	\$260,000	\$325,000	\$930,000

Office: Office of Information Technology and Services (ITSV)

Account: Site License Software

Remarks: Funding for Fiscal Years FY2007 - FY2010 are subject to Board approval of budgets for those years and the availability of funds.

AFFIRMATIVE ACTION REQUIREMENTS:

This is a GSA procurement, therefore, Executive Order 11246, Revised Order No. 4 has been satisfied.

DISADVANTAGED BUSINESS ENTERPRISE:

General Services Administration (GSA) DBE requirements apply to GSA Federal Schedule Procurements.

RECOMMENDATION:

Request that the Board of Directors approve the initiation and award of GSA contract with a not to exceed value of \$145,000 during the base year. This action also requests approval to exercise the three one-year options with not to exceed values in FY2008 through FY2010 of \$200,000, \$260,000, and \$325,000 respectively, subject to Board approval of the fiscal year budgets and availability of funds.