

**Metropolitan Transportation Commission**  
**Administration Committee**

**July 10, 2024**

**Agenda Item 2b-24-0740**

**Purchase Order – Gartner for IT Leaders: Gartner, Inc (\$350,000)**

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**Subject:**

Authorization to issue a Purchase Order (PO) to Gartner, Inc. in an amount not to exceed \$350,000 to provide strategic technology advisory services.

**Background:**

Under a prior PO and subsequent amendments approved by Executive Director authority, Gartner, Inc. has provided technology advisory for the agency since 2015. This proposed PO contract provides essential advisory services for technical leadership, including assessments of current hardware and software environments, planning for environment and process optimization, best practices for managing inventory, resources and communicating with agency staff and leadership. Gartner, Inc was instrumental in the planning of the technological infrastructure at 375 Beale, providing reviews and assessments of technology and vendors to help select the most reliable and cost-effective solutions. Gartner’s advisory services and analytical tools have equipped MTC/ABAG business units with comparison analyses, use cases, and industry public sector standards to help drive informed decision-making and contribute to successful outcomes. The exponential growth of technology demands with the agency’s modernization, has prompted an increase in the need for Gartner’s services to be extended to additional technology leadership situated throughout the agency, beyond the Technology Services section.

The services provided by Gartner are considered training, professional development and support, falling under Executive Director Management Memorandum (EDMM) 352’s exception #2, which exempts the services from the procurement processes defined in EDMM 352. .

Gartner Inc. is not a small business enterprise or a disadvantaged business enterprise and Gartner Inc. has no subconsultants on this engagement.

**Issues:**

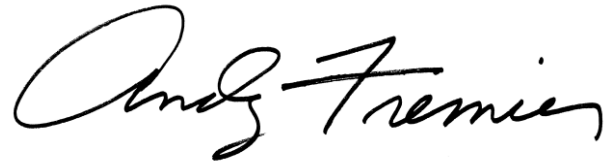
None identified.

**Recommendations:**

Staff recommends that the Committee authorize the Executive Director or designee to approve the issuance of a PO to Gartner, Inc., for advisory services in an amount not to exceed \$350,000.

**Attachments:**

- Request for Committee Approval – Summary of Proposed Purchase Order

A handwritten signature in black ink, reading "Andrew B. Fremier". The signature is written in a cursive style with a large initial "A".

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Andrew B. Fremier

**Request for Committee Approval**

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**Summary of Proposed Purchase Order**

Work Item No.: 1161

Consultant: Gartner Inc.,  
Stamford, CT

Work Project Title: Gartner Inc, renewal

Purpose of Project: Provide strategic technology advisory services

Brief Scope of Work: Strategic advisory services including technology assessment and implementation support, process optimization and resource management, best practices and benchmarking, and agency stakeholder engagement

Project Cost Not to Exceed: \$350,000

Funding Source: General Funds

Fiscal Impact: Funds for this agreement are included in MTC's FY 2024-25 budget (\$350,000)

Motion by Committee: That the Executive Director or designee is authorized to issue a purchase order to Gartner Inc., for strategic advisory services in an amount not to exceed \$350,000 as described above and in the Administration Committee Summary Sheet dated July 10, 2024, and that the Chief Financial Officer is authorized to set aside \$350,000 for such purchase order in FY 2024-25.

Administration Committee:

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Gina Papan, Chair

Approved: July 10, 2024