

## **PORT OF TACOMA**

### **Sole Source Contract Briefing**

**DATE:** July 1, 2022

**TO:** Port of Tacoma Commissioners

**CC:** Erin Galeno, Chief Financial and Administrative Officer  
Mark Miller, Director, Information Technology  
Sharon Rothwell, Director, Contracts and Purchasing

**FROM:** Eric Johnson, Executive Director  
Martyn Adamson, Senior Manager, Enterprise Applications

**SUBJECT:** Competition Waiver Justification for Argonaut Systems, Ltd. Personal Services Agreement (PSA)

#### **A. BRIEFING**

Staff intends to enter a (3) three-year sole source contract with Argonaut Systems, Ltd. to undertake the analysis, design and implementation of additional projects extending the software functionality of the Bellerophon Port Enterprise Management System. The Bellerophon system was originally selected through a competitively advertised Request for Proposal. As a proprietary software system, the vendor is the only consultant with the ability to perform the system extension work. The cost of implementing a replacement solution would exceed the value of the new contract with Argonaut Systems.

#### **B. MASTER POLICY REQUIREMENT**

At the request of the Executive Director, this contract will be issued seven (7) days from the date of this memo on **July 8, 2022**.

This memo serves to fulfill the requirements of the Master Policy in accordance with Resolution No. 2022-06-PT, Section IV.E - Personal Services Contract:

*"All Personal Services Contracts will be entered into pursuant to competitive solicitation as required by law, except for the following; Provided, however, this procurement modification does not change the requirements for any applicable Commission or ED approvals based on costs amounts as provided herein:*

*(b) Sole source contracts; provided, however, that sole source service contracts, regardless of the amount, shall be filed with the Commission for at least three days and made available to the public prior to starting the work pursuant to RCW 53.19.040."*

#### **C. BACKGROUND**

In 2015, the Port of Tacoma released a Request for Proposal on behalf of the NWSA for a Breakbulk and Waterway Management Terminal Operating System. Argonaut Systems Bellerophon software application was selected and authorized by Managing Members in April of 2016. System implementation was completed in mid-2017. The Bellerophon software application is currently used by both Port of Tacoma and NWSA staff. Port of Tacoma Information Technology provides systems and support for the NWSA through an annual Service Agreement, with support costs for shared services allocated appropriately.

In November 2017 PSA 070760 was approved with Argonaut Systems Ltd. to provide enhancement services for the Bellerophon system. System enhancements developed under PSA 070760 include a paperless trucker arrival announcement solution, a mobile trucker check-in system for Port Breakbulk Terminals, and components of a new Billing system. Funds under PSA 070760 have now been fully expended. A new PSA is to be issued to allow the development of future system enhancements.

#### **D. JUSTIFICATION**

Argonaut Systems is the sole owner of the intellectual property and source code for the Bellerophon system. They are the only consultant with the ability and expertise to extend the functionality of this software system.

#### **E. SCOPE OF WORK**

The PSA for Bellerophon System Enhancement Services will have an initial value of **\$250,000 and a 3-year term**. The Agreement will provide funding for the development of further enhancements and modifications to the Bellerophon system requested by the Port. Enhancements currently on the Bellerophon enhancement roadmap include an upgrade to a new cloud-based version of Bellerophon and the development of a trucker pre-announcement notification portal for Port Breakbulk terminals.