

## MEMORANDUM

**To:** CMAP Board

**From:** Claire Williams, Deputy Executive Director

**Date:** April 14, 2025

**Subject:** Authorization to enter into contract C25-0913 with TierPoint for Data Center Colocation Services for a term of up to 24-months with three one-year optional renewals, in an amount not to exceed \$889,000.00.

**Action Requested:** Approval

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### Purpose

CMAP is seeking to continue the colocation services with TierPoint for a term of up to 24 months with three one-year optional renewals. TierPoint provides CMAP with a secure colocation facility within three blocks of CMAP's office that supports the majority of CMAP's server and storage infrastructure with redundant network connectivity to CMAP's office and the cloud as well as redundant power sources.

With the contract expiring June 30, 2025, renewal is essential to maintain continuity and avoid disruptions to services.

### Background

During the planning phase (2019 -2020) of relocating CMAP's office to the Old Post Office, the agency decided to locate its IT data center at a colocation facility. CMAP chose the TierPoint data center facility at 601 W. Polk St. in Chicago, three blocks from the Old Post Office. CMAP has invested significant time and funding into finding, moving to, setting up, and maintaining (contract C-20-0058, June 17, 2020 – June 30, 2025) the agency's primary data center at TierPoint's Polk St. facility in Chicago. A change of colocation data center would require CMAP to physically move all infrastructure hardware and connectivity, which is made up of five standard full-size server cabinets, containing servers, storage devices, and networking equipment. Any move would create an undue burden that would result in additional costs of time and money as well as risk the possibility of damaging CMAP IT hardware.

**Procurement process**

The TierPoint facility's location and data center services are vital to the continued stability of CMAP IT infrastructure and the resources it provides for staff. A change to this location would require CMAP to physically move all infrastructure hardware and connectivity, which would create an undue burden that would result in additional costs and risk the possibility of damaging CMAP IT hardware. Therefore, a sole source procurement is requested for data center colocation services from TierPoint.